Meeting Minutes
Department of Materials Science and Engineering
Faculty Meeting

Date: Monday, May 7th, 2018
Time: 10:00am
Location: IMS-159

• **Meeting Call to Order:** Bryan Huey

• **Minutes of the Previous Meeting:** Bryan Huey - approved

• **Departmental Updates:** Bryan Huey
  - Matching Funds
    - The Deanery told departments cuts will need to be made
    - Departments will not be providing funds if faculty are not adding from their IDC accounts
    - Faculty need to make sure they are not making agreements with industry that we cannot match the funds for
  - IMS Space
    - Faculty and students need to be fully moved out of the Plaza by 5/23
  - Annual Reports
    - HuskyDM deadline is Friday 6/15 – please enter as much information as possible
      - There is potentially a new system in the works for this for future use
    - SoE recently sent out our new rankings – 46 for department and 25 for public school
      - These rankings are mostly based on peer reviews
      - In the future we need to better leverage this for our numbers
  - Fall MSE Retreat
    - This would be an opportunity for current faculty to get to know our new faculty members as well as discuss curriculum and any other major topics for review before the academic year begins
    - The plan would be to have this retreat the week before fall classes begin for a full day – potentially Wednesday 8/22(?)
  - Student Awards
    - Student awards create incentives to promote the program as well as help to build student resumes
    - Undergraduates – current awards are for the three top senior design teams; potentially adding awards for research, leadership, outreach
    - Graduates – current awards are the Sage Poster Contest, Graduate Student of the Year, Student Speaking Contest (Fall and Spring); potentially adding leadership and TA awards
  - Hiring
    - Three faculty accepts so far, still waiting on one more reply at this time
    - The department will need to hire a few more adjunct professors to help with the academic course load for this coming school year
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Faculty Meeting

- **Graduate Committee Updates:** George Rossetti
  - Catalog Changes
    - The Registrar owns the Graduate Catalog now
    - Motion to change the credit limit of MSE 5320 from 9 to unlimited (subject to advisor approval) – approved
    - Motion to remove MSE 5322 from our core courses – approved
    - Discussion on adding an additional core course to keep four core courses
      - Suggestion made to split the current Structures and Defects course into two separate courses – one on structures and one on defects
        - Next steps would be to identify a text, create a syllabus, and discuss this further in the fall
    - Motion to add core courses as a requirement for both our Master’s Plan A and Plan B curriculum – approved
      - MSE 5001 will be taught in the fall by a new adjunct funded by the Deanery
        - Discussion on standardizing what is taught in MSE 5001

- **Undergraduate Committee Updates:** Serge Nakhmanson
  - Curriculum change suggestions
    - Potentially combine MSE 2101 and MSE 2001 as well as MSE 2102 and MSE 2002
      - This would result in moving our labs around (MSE 2053 and MSE 3055)
    - Possibly adopting Wiley Plus to save on TAS
    - Suggestion to make MSE 4004 and MSE 4005 into electives

- **ABET Updates:** Rainer Hebert
  - KEEP COPIES of assignments/assessment
  - Data Collection (syllabus, student samples, etc.)

- **Senior Design Updates:** Rainer Hebert
  - There were not as many MSE faculty advisors this year as in the past, would like this number to increase in the coming academic year

- **Honors Updates:** Seok-Woo Lee
  - There was a decrease in MSE honors students this year
  - Faculty are encouraged to take on honors research projects in the future
  - It is recommended that honors projects be completed by the end of the junior year so not to conflict with senior design projects

- **MRS Updates:** Seok-Woo Lee
  - Hosted a fundraiser recently at Storrs Center
  - Hosted a “Goodbye to the Plaza” gathering
  - Will be helping with a “Welcome” event for our incoming graduate students in August
  - Elections for new leadership will be done in September
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• **Material Advantage Updates:** Avinash Dongare
  o MSE Banquet was successful with over 100 attendees

• **Upcoming Items:** Bryan Huey
  o **May:**
    ▪ Doctoral Graduation Ceremony – Monday 5/7 from 6:00-7:30pm at Jorgensen
    ▪ Advisory Board Meeting – Thursday 5/17 from 2:00pm-7:00pm in Hartford, CT
  o **June:**
    ▪ Electric Boat Event: Thursday 6/14 from 4:30-6:30pm at Avery Point
    ▪ HuskyDM Submission Deadline: Friday 6/15
  o **August:**
    ▪ UConn International Graduate Student Orientation – Monday 8/20
    ▪ UConn All Graduate Student Orientation – Tuesday 8/21
    ▪ SoE Graduate Student Orientation – Thursday 8/23 (am)
    ▪ MSE Graduate Student Orientation – Thursday 8/23 (pm)
    ▪ MSE Start of Semester Retreat – Wednesday 8/22 (?)
    ▪ First Day of Fall Classes – Monday 8/27

Meeting adjourned: 1:00pm