Meeting Minutes

Department of Materials Science and Engineering
Faculty Meeting

Date: Monday, May 6th, 2019
Time: 10:30am
Location: BPB-201

Attendees: Bryan Huey, Yuanyuan Zhu, Lesley Frame, George Rossetti, Rainer Hebert, Volkan Ortalan, Seok-Woo Lee, Mark Aindow, Jasna Jankovic, Serge Nakhmanson, Puxian Gao, Avinash Dongare, Kaitlyn Cullen, Lorri Lafontaine

4/1 Meeting Minutes Approved

Departmental Updates:

- CETL/Theater Delta Workshop – optional two-day workshop for faculty
  - Day 1:
    - Date: Monday 5/13
    - Time: registration is at 10:00am, workshop is held from 10:30am to 12:00noon
    - Location: McHugh 101
  - Day 2:
    - Date: Tuesday 5/14
    - Time: 1:30pm to 4:00pm
    - Location: McHugh 101

- Merit for 2019 will be distributed based on the formulaic system with a 40-research/40-teaching/20-service split
  - There should be around $25-35k to be redistributed back into the department for 2019
  - For 2020, does the department want to keep the 40/40/20 split?
    - There is not enough emphasis on service
    - Recommendation to switch to 30-research/30-teaching/30-service/10-extra
      - Everything should be evenly represented
      - The additional 10% would be for the department head to distribute based on larger services not captured in the formula
      - The 10% would not be defined, to be distributed at the department head’s discretion
    - Recommendation to switch to 40-research/30-teaching/30-service
      - UConn is a public research institution, therefore research should have a higher percentage
      - Research is also what brings in the funding, which in turn boosts the reputation of the program and brings in the students
    - Recommendation to switch to 40-research/25-teaching/25-service/10-extra
      - Combination of the two above, keeps the research at the highest percentage, evens out teaching and service so they are emphasized equally, and still leaves the extra 10% bucket

- Faculty vote:
  - 30/30/30/10 – 5/12 faculty voted for this to be implemented in 2020
  - 40/25/25/10 – 7/12 faculty voted for this to be implemented in 2020
  - Bryan abstained as department head
  - Majority: 40/25/25/10 – this will be implemented in 2020 and reassessed following implementation
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ABET Updates:
- Program Educational Objectives (PEO) – these are what we expect our alumni to attain 3-5 years after graduation
  - These need to be reviewed periodically
  - Faculty reviewed them at the 9/7/2018 faculty meeting
  - After faculty review, these were sent to our Advisory Board members for their review
  - Our Advisory Board did not have any objections, therefore the last step is a faculty vote
  - Faculty vote to approve the updated PEOs: unanimous approval for all four PEOs
    - If faculty has any final suggestions please send them to Kate by Friday 5/10
- Mission Statement – there were slight changes made at the 9/7/2018 faculty meeting, vote needed to finalize the changes
  - Faculty vote to approve the updated mission statement: unanimous approval
- ABET To-do:
  - All undergraduate course instructors need to complete their self-evaluation (what went well, what could be improved)
  - Course material collection
    - Please make sure to include both questions and answers for all assignments/exams
  - All ABET student outcome team responses for the relevant outcome due by 5/21
    - Responses should include the following:
      - Step 1: Does the assessment of criterion (1) comply with the criterion requirements?
      - Step 2: Did the students meet the outcome criterion, i.e., were the students able to solve the problem?
      - Step 3: How could the assessment be improved?
  - All undergraduate instructors – please email Rainer any significant changes/improvements you made recently in your course to demonstrate continual improvement
    - Department Head requests at least one from each faculty member
    - If you had at least one undergraduate student in your course, then it is considered an undergraduate course
- Capstone instructors are reminded to not post a letter grade until you (1) have received your team’s final report in an acceptable condition and (2) have received notice from Rainer that he has received all documents from your team in HuskyCT.
- ABET review is currently scheduled for October 6th through October 9th
  - We should have our reviewer assigned by July

Undergraduate Updates:
- The international studies course that faculty voted to approve recently for the fall 2019 is still pending but progressing through the approval process
- Education Abroad is working to create new course road maps for each department for schedule planning purposes
- There will be a new general education course added to the requirements for the 2019-2020 academic year
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Graduate Updates:
- Admissions: (numbers as of 4/25/19)
  - Applied: 101-total, 57-PhD, 40-MS, 4-MEng
  - Admitted: 45-total, 31-PhD, 10-MS, 4-MEng
  - Accepted: 19-total, 13-PhD, 3-MS, 3-MEng

Honors Updates:
- There were three thesis submissions this year:
  - Hetal Patel - Spherical nanoindentation on [0 0 1] tungsten single crystal: Effects of stress and strain gradients on source-controlled indentation size effect near bulk transition (advisor: Seok-Woo Lee)
  - Justin Greenwood - The Effects of Cryogenic Treatment on the Mechanical and Structural Properties of Ti-6Al-4V (advisor: Seok-Woo Lee)
  - Spencer Matonis - Ferroelectricity of BiFeO3 across a three-dimensional strain gradient (advisor: Bryan Huey)
- Faculty are encouraged to seek out rising sophomores and juniors who they think would succeed in the honors program
- Suggestion to state the criteria for the honors program more clearly, there has been confusion on the requirements recently for students interested in the program

MRS Updates:
- There were new officers elected recently:
  - President: Jessica Maita (advisor: Seok-Woo Lee)
  - Vice President: Ummay Habiba (advisor: Radenka Maric)
  - Treasurer: Shayani Parida (advisor: Avinash Dongare)
  - Secretary: Marco Echeverria (advisor: Avinash Dongare)
  - Senator: Shuyang Xiao (advisor: Seok-Woo Lee)
  - Senator: Andres Ortiz Godoy (advisor: Jasna Jankovic)
- The chapter just received their $1,000 funds from MRS that they applied for last fall

UCMA Updates:
- There were new officers elected recently:
  - President: Deanna Guilani
  - Vice President: Sam Bedard
  - Treasurer: Justin Hewitt
  - Secretary: Kienan Tierney
  - Outreach Chair: Ryan Gordon
  - Underclassman Representative: Daniel Schurk
  - Social Chair: Amanda Agui
  - Social Chair: Katie Whyte

Metal Working Club Updates:
- There are around 40 members regularly participating currently
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Staff Updates:
- Please send any seminar speaker recommendations and contact information to Kaitlyn
- Please send any student names and contact information for those who will be working with faculty this summer to Kaitlyn, we need volunteers for summer outreach events
- There will be a new travel system, Concur, that will be implemented soon

Meeting adjourned: 12:00 noon