Minutes of the
Department of Materials Science and Engineering Faculty Meeting
Monday, February 23, 2015
IMS Room 147A

Attendance: Faculty: Mark Aindow, Pamir Alpay, Barry Carter, Avinash Dongare, Puxian Gao, Rainer Hebert, Bryan Huey, Seok-Woo Lee, Serge Nakhmanson; Staff: Cathy McCrackan, Lorri Lafontaine

I. Meeting called to order by Pamir Alpay at 11:00 a.m.

II. Minutes of the meeting of January 26, 2015 were approved as written.

III. Departmental Updates: Pamir Alpay
   A. School of Engineering Baseline Data: Pamir Alpay shared baseline data (attached) on MSE faculty, staff, enrollment, degrees awarded, student credit hours, sponsored funding and ratios with comparisons to all SoE departments.
   B. Lab Safety: Pamir Alpay asked faculty to instruct students to call 911 in the event of an emergency and not to act themselves. For the safety of students, faculty and staff, no one should be working alone in the labs.

IV. Undergraduate Issues: Rainer Hebert
   A. School of Engineering Dismissal Policy: Rainer Hebert distributed SoE’s Supplemental Dismissal Proposal (attached). The proposal states students will need to maintain a 2.5 Cumulative GPA to be in good standing in SoE and at least a 2.3 CGPA after 24 credits, which must be maintained every subsequent semester until graduation. Discussion followed regarding concerns on implementation and tracking.

V. Graduate Issues: Bryan Huey
   A. Domestic Graduate Student Recruiting Event: SoE is sponsoring a Graduate Student Recruiting Event for domestic applicants (by invitation only) scheduled for March 9, 2015. Each department will invite 10-12 graduate student candidates. He noted the dynamic schedule included networking, welcome by the Deans, SAGE activities, meetings with faculty and a reception at the Benton Museum.
   B. Graduate Student Applicants for Fall 2015: Bryan Huey asked faculty to please inform him of the number of graduate assistant positions they will have available. Applications continue to be reviewed; there are currently 231 applications. Financial offers have been made to ten applicants; eight or nine more offers are expected to be made. Mark Aindow inquired about moving the application deadline to an earlier date; Bryan Huey agreed and has been working to make the change.
   C. Graduate Student Competitions (separate poster and speaking contests):
      1) Bryan Huey announced the SoE Graduate Student Poster Competition is scheduled for Wednesday, March 25, 2015 in the Student Union Ballroom, Room 331. This competition will highlight graduate student research in science, technology, engineering and math. Each department nominates two posters. 2) Each year the MSE faculty awards a “Graduate Student of the Year” prize, typically to a late stage graduate student in MSE. This year the award will be judged on three primary criteria: a) scholarship and academics (GPA, publications, first-author presentations); b) professional service and outreach (professional memberships, officer positions held, assistance or organization with outreach events, etc.); and c) a public presentation of research results on Friday, April 10 in IMS-20, during the normal seminar time slot (9:00-10:00 a.m.).
MSE Faculty Meeting Minutes

The meeting was adjourned at 11:30 a.m.

Respectfully submitted,

Lorri Lafontaine
Administrative Services Specialist

IMPORTANT DATES

Monday, March 23:  MSE Faculty Meeting (11AM - Noon), IMS-147A
Monday, March 30:  Special MSE Faculty Meeting with Dean Kazerounian (11 AM - Noon), IMS-147A
Monday, April 27:  MSE Faculty Meeting (11AM - Noon), IMS-147A
Thursday, May 7:  MSE Industrial Board Meeting (9AM - 1PM)
Monday, May 18:  MSE Faculty Meeting (if necessary) (11AM - Noon), IMS-147A