MATERIALS SCIENCE AND ENGINEERING PROGRAM
Faculty Meeting Minutes
January 23, 2012

PRESENT: Aindow, Alpay, Brody, Carter, Gao, Hebert, Kattamis, Marcus, Maric, McCrackan, Ramprasad, Shaw, and Wei.

SABBATICAL: Huey

1. The meeting was called to order at 11:03 AM.

2. The minutes of the December 12, 2011 meeting were approved as written.

3. Review of Action Items (All):
   a. Rampi: Graduate Committee will investigate feasibility of a 5th year MS for MSE undergraduates. Continued.
   b. All: Contact Pamir to volunteer to advise the Materials Advantage Chapter. Continued.
   c. Heike: Circulate copy of MSE Program Concentrations Brochure when completed. Completed.
   d. Mei, Hal & Cathy: Complete and submit online Faculty Senate Forms for MSE 2102, MSE 4901W and MSE 4902W. Continued. MSE 2102 changes were submitted; MSE 4901W will be submitted this afternoon. MSE4902W will be completed and submitted in the near future.
   e. ALL: Identify 2-3 students from each academic year to serve on the Materials Advantage Student Chapter Board. Continued. Mark nominated Rose and will speak to his class tomorrow to seek volunteers. Pamir and Radenka will ask their advisees (sophomore class) for volunteers; Pamir will speak to Dan Goberman to announce in his ENGR 1166 class.
   f. Barry: Contact Heike to initiate creation of generic email account for web and brochure use. Completed.

4. Review of Department Activities (Barry) – None to report.

5. Undergraduate Issues,
   a. MSE Concentrations Brochure: Leon is working with Heike to complete this project.
   b. Materials Booklet:
      (1) Leon inquired about the audience for the booklet.
      (2) Barry stated that the main target is for conferences. It would also be used in recruiting companies for senior design projects, for Open House and our Advisor Board Meetings. The aim is to target individuals; it is not intended for mass mailings.
      (3) Barry said only 100 would be printed at a time; this would allow for changes and updates to be made.
      (4) Updates and corrections should be sent to Heike.
   c. Advising List:
      (1) The UG advisee/advisor listing and the registration calendar were distributed.
      (2) Pamir reminded all that registration for the fall 2012 semester begins March 19th.
   d. Undergraduate Lab Equipment:
      (1) Pamir announced that the MSE would be receiving $50,000 from Dean for the purchase of lab equipment for the MSE Undergraduate Labs.
      (2) This was achieved with assistance from Adam, Bryan and Rainer.
      (3) We will be using a sole source supplier so there will be no bidding process thus saving time in the ordering process.
      (4) Barry announced that Adam has begun cleaning up the UG labs; the newly hired Tiger Team will be doing the painting and general cleaning.
(5) He also stated that Don Potter will be taking the 1st half of the fall 2012 semester off (4-5 weeks); Barry will be teaching MSE 2053 with Don.

e. **ABET:** Hal will be checking with all a-k committees so he can create a summary report.

f. **Senior Design:**
   (1) Hal announced that student written progress reports need to contain all 3 elements (broader impact statement, statement of work, and proposal).
   (2) Hal will be sending a check list to be used for evaluating broader impact statements.
   (3) This should be considered a translation year for the course so we need to create some mechanism to make-up for failing grades.
   (4) Reminder: February 6th is the deadline when grade of “I” becomes “F”.
   (5) Oral progress report presentations will be held February 17th and 24th.

(6) Curriculum changes to take place starting Fall 2012:
   (a) 4901W need to have: Statement of work, Proposal, and Progress report,
   (b) 4902W need to submit: Revised broader impact statement, 2nd written progress report and final report.

(6) **Graduate Issues:**

   a. **Qualifying Exam:**
      (1) Rampi announced that the Qualifying Exam had taken place on January 4th; only 1 student failed.
      (2) Success of the exam was due to assistance from Mark, George and Mei.

   b. **Fall 2012 Admissions:**
      (1) The Grad Committee has started to examine applications and need to know everyone’s best guess of how many students are needed.
      (2) Reponses:
         (a) Mark: “it depends”
         (b) Mei, Hal and Pamir: 1 each
         (c) Radenka: 1; possibly 2.
         (d) Menka and Liisa had emailed Cathy stating none would be needed.
      (3) Rampi reported that ~220 applications have been submitted; only 8 are US applications; application deadline is February 15th.

7. **Chapters:**

   a. **Materials Advantage:**
      (1) Rainer stated that the merger with MRS is moving ahead; he will have more to report next time.
      (2) He requested all to submit names of freshman and sophomores to be representatives on the board.
      (3) Cathy suggested that Dan Goberman be contacted for his suggestions on students in his ENGR 1166 course; Pamir will speak to Dan.

   b. **MRS:**
      (1) Barry reported that Ghanshyam Pilania’s proposal was approved and that he has received funding from MRS, the Department and the Dean.
      (2) The Spring meeting will be in San Francisco; Barry suggested faculty nominate students for awards.

   c. **Alpha Sigma Mu (Hal):**
      (1) Hal announced that it was time to seek nominations for membership.
(2) Phd students that are through their proposal stage qualify for nomination.
(3) Suggestions included: Claire Weiss, Jyothi Suri, and Bilge Senturk.
(4) Hal has names of members of the Junior class with >3.3 GPA but they need to be of strong character; he will email the list and is seeking advice on their character.
(5) Barry requested that Hal give Heike some information for UConn activity so the website does not go directly to the national website.

8. Other Business:
   a. Scott Sperl:
      (1) Hal reported that Scott was officially in the School of Engineering and the MSE Program.
      (2) He is concerned about the general situation of students taking MSE courses without being formally admitted to the School of Engineering.
      (3) Scott was able to register for MSE courses generally restricted to only MSE majors because he had been informed by Brian Schwartz that he could register once restrictions were dropped at the beginning of the semester.
      (4) Scott is in need of an advisor if he is to enroll into MSE 4901W for the Spring 11 semester.
      (5) Leon will speak to his sponsor and if they are willing to extend the project until December, he will take Scott on for his senior design.
      (6) The UG Committee will discuss this situation during their next meeting.
   b. Barry announced that Dr. Yunquan Sun, President, ENN Group North America, Inc. was selected for the SOE’s Academy of Distinguished Engineers. Dr. Sun received his Ph.D. in Material Science & Engineering, and M.S. in Mechanical Engineering.
   c. Presidential Awards:
      (1) Only one nomination per department can be submitted to the Dean
      (2) The nomination requires a 4-page summary to be submitted.
      (3) The CMBE Awards Committee has decided that anyone wishing to be nominated should submit a 1-page summary to Radenka, Mark or Richard.
      (4) The committee members will select one of the submissions and then the official 4-pages will be written by the individual and submitted.

9. The meeting was adjourned at 12:05 PM.

   **ACTION ITEMS:**
   a. Rampi: Graduate Committee will investigate feasibility of a 5th year MS for MSE undergraduates.
   b. All: Contact Pamir to volunteer to advise the Materials Advantage Chapter.
   c. Cathy: Edit MSE and Nanomaterials Minor Plan of Studies and forward to Heike for posting on web.
   d. All: Submit names of freshman and sophomores to be representatives for Materials Advantage Board to Rainer.
   e. Pamir: Contact Dan Goberman regarding suggestions on students in his ENGR 1166 course for Materials Advantage Board.
   f. All: Send nominations for Alpha Sigma Mu to Hal.
   g. Hal: Send Heike information for UConn Alpha Sigma MU activity
   h. UG Committee: Discuss policy of students who are not admitted to MSE or SoE enrolling in MSE major courses.
   i. All: Submit 1-page summary to Awards Committee for Presidential Awards.

   **UPCOMING MEETING DATES:**

   MSE FACULTY MEETING: February 20th @ 11AM, IMS-147A