Minutes of the  
Department of Materials Science and Engineering Faculty Meeting  
Monday, December 14, 2015  
IMS Room 147A  

**Attendance:** Faculty: Mark Aindow, Pamir Alpay, Hal Brody, Avinash Dongare, Pu-Xian Gao, Bryan Huey, Seok-Woo Lee, Serge Nakhmanson, Rampi Ramprasad, George Rossetti; Staff: Cathy McCrackan, Lorri Lafontaine

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

II. **Minutes** of the meeting of November 16, 2015 will be approved at the next faculty meeting due to the delayed distribution.

III. **Departmental Updates:** Pamir Alpay  
A. **Funding Totals:** Pamir Alpay noted the MSE funding numbers reported at the SoE faculty/staff meeting on December 10, 2015 were incorrect. He believes the accurate number to be 4.05 million for calendar year 2015 and is working with SoE to correct this.

B. **Spring Seminar Series:** Spring guests include: 1) Stephen Ducharme (University of Nebraska, Lincoln), 2) Robert Bianco (UTAS), 3) Mrityunjay Singh (Ohio Aerospace Institute), 4) Ibrahim Karaman (Texas A&M University), 5) David McDowell (Georgia Tech) and 6) Vilas Pol (Purdue University). Beginning spring 2016, seminars will be held from 10:00 to 11:00 am on Fridays.

C. **Advisory Board Meeting:** Pamir Alpay announced the Advisory Board will be meeting on Friday, December 18.

IV. **Undergraduate Issues**  
A. **Open House:** On behalf of Rainer Hebert, Pamir Alpay asked for faculty volunteers for the Prospective Students Open House on Saturday, April 9, 2016. The Admissions Office remarked there has not been enough coverage for SoE tours during past Open Houses. Departments are now required to double the effort for the tour stops. One important recruitment note: Because UConn MSE is the only MSE Program in New England, students who reside in New England states are eligible to receive reduced tuition through the New England Regional Program.

B. **Recruitment of Undeclared Majors:** Pamir Alpay asked faculty about goals for undergraduate enrollment and recruitment of stellar students. A promotional email will be sent to undecided SoE undergraduates. Cathy McCrackan suggested a pizza get-together for undecided majors with the Material Advantage Student Chapter, who are the best ambassadors of MSE. Faculty discussed space availability in the labs and the challenge of accommodating additional students; approximately 50 students per class can be accommodated.

C. **Transfer Students/GPA Requirements:** Faculty discussed possible GPA requirements for undergraduates transferring into MSE. Currently, the Biomedical and Mechanical Engineering Departments require a progressive GPA for transfer students, which requires a higher GPA the later they transfer.

D. **Faculty Contact with Freshmen Majors:** Bryan Huey suggested improving contact with freshmen MSE majors. Freshmen have approximately five contact hours with faculty through ENGR 1000, which gives students a clear idea of the different Engineering majors, but additional faculty contact with freshmen would be beneficial to them.

E. **ABET:** Pamir Alpay shared Hal Brody attended the ABET Training Session in Boston. Hal Brody reported the ABET reaccreditation process will be more streamlined. Further discussion of ABET is planned at the February faculty meeting.

F. **Informational Session for Seniors:** Hal Brody inquired if informational sessions on graduate school and employment opportunities for seniors had been done and suggested faculty be involved. Pamir Alpay responded he thought the Materials Advantage Student Chapter met with seniors but he will confirm.
V. Graduate Issues
   
   A. Core Courses: Bryan Huey inquired if faculty thought core graduate courses were serving the purpose of providing a core base of materials knowledge and asked if reducing required core courses would free up faculty, who could offer additional graduate course electives. Discussion followed. Pamir Alpay recommended eliminating long distance access to core courses with the exception of Materials Characterization. It was noted that core courses are not mandatory for MEng students.

   B. PhD/Master’s Degrees: Bryan Huey shared with faculty if doctoral graduate students have an approved PhD Plan of Study (POS) and a minimum of 24 credits of completed content coursework recorded on their POS, they can be awarded a Master’s degree on their way to a PhD degree by noting in the Comments section of the General Exam form “Award Master’s Degree.”

   C. Bound Theses: Bryan Huey reported the Babbidge Library will soon be accepting electronic copies only of theses due to limited library space. Bound theses can still be produced for advisors and students.

The meeting was adjourned at 12:10 p.m.

Respectfully submitted,

Lorri Lafontaine
Administrative Services Specialist