

EXCOM meeting 8/30/12

- **Presentation of New Committee Member**
 - Dean Venkat introduced Lieutenant Colonel Allen R. Henderson, Adjunct Professor and Chair of Aerospace Studies starting August 2012.
- **Assessment and Learning Outcomes on Website – Gail Griffin & Dan Bubb**
 - Northwest Accreditation Commission (NWCCU) requires publication of the student learning outcomes assessment on all college websites. In anticipation of UNLV's upcoming NWCCU visit; the office of Academic Assessment is working with all academic units to ensure the publication.
 - Recommendation to create a user friendly link that conducive to find learning outcomes for all engineering programs by following easy steps.
 - Web Communications Office representatives will be invited to the college next EXCOM to discuss this task.
 - The Office of Academic Assessment is conducting assessment training sessions for all faculty on campus. These workshops are designed to provide opportunities for you to ask questions and express your concerns about assessment while also learning an easy way to do assessment.
 - Discussion regarding issues on updating undergraduate and graduate catalog.
- **Web communications - Rama Venkat.**
 - Dean Venkat encourages Electrical and Computer Engineering Department and all academic units to work with Web Communications Office in developing their websites.
 - Deana Waddell is our contact person in the Web Communications Office.
- **Work Load Reassignment – Rama Venkat**
 - Dean Venkat has sent the new workload policy guidelines to Provost White, Faculty Senate, all Engineering Faculty and Department Chairs for review and discussion.
 - He has received few comments/suggestions from faculty. Dean Venkat is expecting more faculty participation.
 - EXCOM members need to agree on the implementation plan.
 - Chairs recommendations must be sent to Dean Venkat before September 10th.
- **One Idea from each faculty and staff – Update - Rama Venkat**
 - Dean Venkat has received more than 20 ideas from faculty, professional, and staff.
 - Ideas have different level of complexity and investment.
 - Deadline tomorrow, August 31st.
- **CORE – Rama Venkat**
 - Provost White and Vice President for Research Piechota are encouraging the implementation of the Collaborative Research and Education (CoRE).
 - The purpose of CORE is to promote research initiatives within colleges, and facilitate collaboration within and across departments, colleges and schools in order to promote research initiatives.
 - UNLV Administration is working to provide a physical space where faculty can work. They are expecting faculty from different colleges/departments to form groups and work together to suggest CoRE areas.
- **Programmatic space requests for Campus Master Plan - Rama Venkat**
 - Department Chairs must complete the Campus Master Plan Request Form based on the academic unit needs, and submit the form to the Dean's Office before September 10th.
 - Single or collaborative space request must be justified.
 - Engineering needs will be presented to the space committee.
- **STEM Recruitment Fellow update – Georg Mauer**
 - Candidates were interviewed. We have selected Kimberly Hammer. She met qualifications and experience.
 - Kimberly will work on recruitment activities for our college.
 - Academic Departments must provide their programs information to be presented by Kimberly during her visits to middle/high schools and school fairs.
- **Miscellaneous**
 - Project Lead the Way (PLTW) focuses in middle school teachers. CCSD is expecting participation of 15 middle schools for next summer. Coordination for rooms and lab uses.
 - Scholarship must be offered to top high school students in October 2012.
 - Dean Venkat recommended inquiring on enrolled student for FYE (engineering got 300 students but only 150 registered for EGG 101).
 - NERD Card has been implemented.
 - Discussion on sophomore experience class (philosophy) in progress.