

EXCOM meeting 10/29/12

- **Solar Decathlon Presentation – Jinger Zeng, Eric Weber, Bob Boehm, Jennifer Kennedy**
 - Presentation and discussion on the proposal to create 3-credits independent study course and integrate it into the curriculum.
 - Students will build a house at Paradise Campus next semester. Permanent location for the house at Spring Preserve.
 - Course proposal was approved. Department Chairs will establish course criteria. Faculty mentors will monitor work quality and will be responsible for course grading. Faculty Mentors:
 - ME: Dr. Bob Boehm
 - CEE: Christopher Parker
 - EE: TBD
- **Artistic Symbol for the College – Moses Karakouzian**
 - Artistic symbol for the college was presented.
 - Artistic symbol has monograms representing academic departments. Aerospace Studies and Military Science will be included.
 - Symbols will be located between the two engineering buildings
 - Engineering shops and sustainability will be involved in the construction.
- **ACT/SAT Scores and Requirements for Placement – Georg Mauer**
 - Math Department recommends students to enroll in mathematics since their first semester at UNLV. Students should seek advising before signing up for math courses.
 - Engineering will require Math Placement Test or ACT/SAT score 520 or above.
 - Dean Venkat recommends checking math requirements with Math Department, and other universities/institutions.
 - Departments will prepare paperwork requesting catalog changes for approval.
- **Annual Evaluation - Rama Venkat**
 - EVP&P Reminder - that all academic faculty need to submit the Faculty Annual Work Report – Faculty Senate.
 - Deadline to submit Faculty Evaluations to Provost's Office: Friday, March 1, 2013.
 - In addition to the original evaluations, we must include a CD-Rom or flash drive with scanned copies of signed annual evaluations.
 - Annual work reports and annual evaluations are due to the Dean's Office on February 15, 2013.
- **PTI Budget – Rama Venkat**
 - Total PTI Budget for the college is 81K
 - Departments must review PTI Budget and look for courses with low enrollment.
 - Recommendation to consolidate sections with low number of enrollment.
 - Attempt to enroll list is included in the enrollment report.
- **Call for College Award Nominations Earlier – Rama Venkat**
 - Information for the College of Engineering Distinguished Teacher and Researcher of the year must be sent to Provost's Office on March 1st 2013.
 - Dean Venkat recommends Department Chairs to send recommendations and application to Dr. Mauer and Dr. Trabia before the end of the semester.
- **Senior Design Competition Venue Changed – Rama Venkat**
 - Senior Design Competition will be held on Wednesday, December 5th in the Foundation Building, Blasco Event Wing.
 - ME, EE, CpE, CEE, and CS will be presenting more than 30 projects (20 from ME, EE, CpE, CEE, and 10-11 from CS).
 - Departments will verify invitations to high school students.
 - UNLV Admission and Financial Aid Offices will be invited.
- **Engineering Innovation Fund Started – Rama Venkat**
 - Memorandum of Understanding for the Engineering Innovation Fund was distributed.
 - Total funds of 2 million will support hands-on projects from Mendenhall and Senior Design, and the innovative and entrepreneurial activities in the college.
 - An executive board will be formed to monitor and administer the resources and fulfill the mission.
 - A maximum of 20% of the cash contribution may be spent or otherwise committed in any fiscal year.
- **Points-of-Contacts for Accreditation (UG, G Coordinators, and Chairs) – Rama Venkat**
 - CEE: Donald Hayes, Moses Karakouzian, and David Shields
 - ME: Woosoon Yim, Yi-Tung Chen, and William Culbreth
 - EE,CpE: Peter Stubberud, Robert Schill, Sahjendra Singh
 - CS: Laxmi Gewalki, Ajoy Datta, Lee Misch
- **TBE repairs during winter break – Rama Venkat**
 - HVAC Upgrade scheduled from December 17, 2012 to January 13, 2013. It looks like Facilities would be able to maintain reasonable comfort for employees in TBE A&B buildings.
 - Facilities Department is verifying the operation of the space temperature controls in both A and B buildings with the assistance of our Controls Contractor.

- During the construction work, they will be shutting down all "cooling only" system dampers; these are primarily in spaces without reheat control. Then, they will shut down the cooling dampers in the Fan Terminal Units, this will allow heating only in those common spaces and perimeters of offices where needed. With the cooling dampers all closed, the fans in each of the Fan Terminal Units, and the hot water system enabled they should be able to maintain reasonable comfort.
- Facilities will respond to any areas that will not be able to maintain some temperature control under these conditions and will do the best to adjust as necessary.
- **Annual Leave – Rama Venkat**
 - Provost's Office has sent a reminder to notify, in writing all "A" contract persons leaving the university or reverting to "B" contracts effective July 1, 2013, that they should use their annual leave prior to June 30, 2013.
 - Dean Venkat recommends to Department Chairs to encourage faculty, professional, and classified staff to use their annual leave (use it or lose it).
- **Miscellaneous**
 - The new Director of Multicultural Programs will be visiting us on Friday, December 7th.
 - Graduate College will provide two fellowships to hire under representative minority from graduate programs.