Minutes of the Faculty Meeting
William E. Boeing Department of Aeronautics & Astronautics
October 4, 2017

Attending: Acikmese, Breidenthal, Bruckner, Dabiri, Ferrante, Golingo, Hermanson, Jarboe, Knowlen, Livne, Morgansen, Salviato, Waas, Williams, Vagners, Yang; Connery, Frederick, McGrath

Absent: Holsapple, Kurosaka (sabbatical), Lum, Mesbahi (sabbatical), Shumlak

MINUTES
The minutes of the June 2017 meeting were unanimously approved with amendments to the attendance list (Professors Morgansen and Vagners were listed as attending but were absent)

ANNOUNCEMENTS
- Professors Knowlen and Livne were acknowledged for their outstanding work in keeping the Wind Tunnel running smoothly during this time of transition.
- Pam McGrath was recognized for her efforts in handling the challenging Workday implementation
- Professor Waas thanked Professor Vagners and his wife, who have accelerated funding of the Juris Vagners and Linda Christianson Faculty Fellowship to allow for immediate use.
- The Chair’s Distinguished Seminar begins Monday, 10/9. Dr. Mason Peck, Cornell University, will be the speaker. Professor Acikmese is the host, and faculty were encouraged to attend.
- The department is hosting an Alumni Luncheon on Friday, October 27, from 11:30am to 1pm in the Walker Ames Room. Faculty who have not already RSVPd should do so as soon as possible, and no later than October 18. There will be self-guided lab tours from 1:00 – 3:00, so please make sure your labs are presentable, and that research posters are up-to-date.
- Faculty who are planning to take Paid Professional Leave (sabbatical) during the 2018-19 AY, were told that requests are due to the Dean’s office by November 30th. The detailed process can be found on the COE website: https://www engr washington edu/mycoe/faculty/paidproleave html
- The quarterly ‘All Instructors Meeting’ is this Friday, October 6th at 3:30 in 211D GUG.
- The UW Combined Fund Drive had just begun. Please consider making a donation to any of the charities that are important to you.
- Nominations are now being accepted for the UW Distinguished Staff Award. Faculty were encouraged to nominate deserving staff, and can work with Wanda on nominations.
- Professor Mesbahi was congratulated on being named to the Endowed Professorship in Control Systems and Networks
- Professor Bruckner was congratulated on his retirement on November 1, 2017, after 45 years of outstanding service to A&A and the University of Washington.
- Professor Morgansen announced that the Capstone projects are now in place. Pitch Day is on Friday, October 27th in Mary Gates Hall, Rm. 389 from 2:00-5:00 p.m. This year’s projects/sponsors are:
  - Large flight: scaled aircraft design
  - Large space: rocket and payload
  - Boeing: hybrid aircraft design
  - GKN: composites/materials modeling
  - AT&T: tethered drone as an antenna
  - Sagetech: angle of attack sensor
  - Vulcan: anti-poaching UAV
  - AeroTEC: trailing cone system
  - Student led: hydrofoil catamaran
  - UW/Aerojet Rocketdyne Foundation: temperature/vacuum chamber construction
Generally, 1/3 of the projects are in space, and 2/3 in flight. Professor Morgansen will be reaching out for potential advisors soon.

**VOTE: Revision to Department Compensation Policy for Non-AA Students (Research Assistants)**

Ed Connery explained that a current disparity exists for paying RAs whose home departments are outside A&A. They are currently paid at their home department rate, which may be lower than ours--so faculty may have some RAs in the same lab being paid at a lower rate than others. Departments may now opt to pay these students at our pay rate (unless their department’s pay rate is higher, in which case they will receive the higher amount).

The vote to approve the new compensation policy was approved.

**VOTE: Delegate Voting Authority**

Every year the faculty must vote to delegate appointment authority to the department chair for the following titles: Affiliate (all ranks), Research Associate, and Lecturer part-time.

The vote to delegate voting authority to the chair for all three categories was approved.

**VOTE: Bruckner Emeritus Appointment**

On his retirement, Professor Bruckner will be eligible to become an Emeritus Faculty member.

The vote to approve Professor Bruckner’s Emeritus status was approved.

**REPORTS FROM STANDING COMMITTEES**

No report from the following committees: Computer Committee, Faculty Search, Graduate Committee, Peer Evaluation Committee, Aero/Astro Working Committees, Space Allocation Committee, Strategic Planning, AIAA, Sigma Gamma Tau, Boeing Professor Selection, MAE-CMS Advisory, Space Systems Center, UWAL, PSI Center, Accreditation, Educational Policy, COE EDGE/UWEQ, COE Executive, Promotion & Tenure, College Council, Academic Conduct, Engineering Manufacturing, FAA Center of Excellence, GISE, Technical Japanese, Certification Program, Faculty Fellows, Faculty Senate

**DIVERSITY COMMITTEE, Professor Hermanson, Acting Chair of the Diversity Committee**

Professor Hermanson reported that as previous chair of this committee, he attended a workshop on diversity in faculty hiring. From guidelines presented there, the committee developed a proposal for faculty hiring in A&A. Now that the department is beginning a faculty search, the Diversity Committee met with members of the Search Committee to discuss approaches for strengthening diversity in faculty hiring in A&A. The committees came up with guidelines and best practices for our search. Other suggestions for the Diversity Committee were:

- *Have an expert come to talk to faculty about this issue.* Accordingly, Associate Vice Provost for Faculty Advancement, Chad Allen, will attend our November faculty meeting.
- *Revisit the A&A Department’s diversity statement and consider whether that might be better placed on the Department website for greater visibility to faculty candidates.* The committee has surveyed current diversity statements and web arrangements for all COE departments, and is considering how to update the A&A diversity statement.

Additionally, Hermanson stated that inclusive language is being used in the position advertisement. He also encouraged faculty to contact those they know who may be good candidates.

Minutes from the 9/20/17 Diversity Committee meeting are attached.

**INTERNATIONAL COMMITTEE, Professor Acikmese, Chair**

Professor Acikmese reported that there has been a successful exchange program with Technical University of Berlin (TUB). There are three TUB students here now. We also had four entrants in the ENSMA summer program. He stated that Professor Hermanson is drafting a proposal for an exchange with KTH. KTH is strong in both controls and fluids.
SAFETY TEAM, Professor Dabiri, Chair
- The team addressed several OARS reports
- They are now the “Safety Team” instead of the “Safety Committee” since Safety Committees are mandated by the state.
- They nominated Fiona for the employee-elected representatives for the 2018 – 2019 on the Safety Committee
- They have come up with a draft for our department’s safety protocol, and expect to finalize this document in an upcoming Safety team meeting, and will then bring it up to our next faculty meeting for discussion/revision/approval.

UNDERGRADUATE COMMITTEE, Professor Morgansen, Chair
The minutes of the 10/3/17 Undergraduate Committee meeting are attached.

The meeting adjourned at 1:04 p.m.