Minutes
Department of Aeronautics & Astronautics
December 5, 2011

Attending: Breidenthal, Bruckner, Dabiri, Hermanson, Holsapple, Jarboe, Kurosaka, Lin, Livne, Mesbahi, Milroy, Morgansen, Shumlak, You; Catlett, Maczko

Absent: Feraboli, Slough

Excused: Ferrante, Vagners

ANNOUNCEMENTS:

- A Cookies and Cocoa Holiday party is scheduled for this Friday, December 9th. It is for A&A students, but the entire department is invited. Next Friday, December 16th, will be the faculty and staff holiday party. Students will not be invited.
- The department offices will be closed 12/23 and 12/30 and lightly staffed around the holidays. Staff leaves are on the Absences Calendar and a listing of the staff on duty for various days will be posted in the offices. Please plan accordingly.
- NASA Future Forum- There is a NASA meeting at the Museum of Flight on Friday. The meeting is free, but registration is requested so that sponsors can provide adequate seating and lunches. The event is free.
- The first presentation by a discipline group was conducted on Friday, 12/2, by the Controls group. There was a light turnout but the audience included faculty, staff and students and was very informative. Another group should volunteer to present during Winter quarter; if no volunteers come forward, the Chair will hunt one down and so appoint.
- The Mubadala agreement is on hold while the funding for the research portion is embroiled in an internal budgetary process. If the research portion does not materialize, A&A may have to decide whether the education portion is attractive by itself and/or as it stands or whether it should be modified.
- Faculty Effort Certification will become an on-line process for academic units beginning in April. A representative of the FEC office will appear at the April faculty meeting to introduce the on-line process.
- An outline of faculty/staff roles in certain fiscal functions was distributed. This document was developed from a list of questions for one particular faculty member; other frequent or persistent questions are welcome. The list will be posted on the intranet for reference.

REPORTS FROM COMMITTEES

Computer Committee: Prof. Shumlak - Brian Leverson is reviving last year's STF proposal for this year's submission. The proposal is for a high performance compute capability in the department that is based on a GPU architecture.

Graduate Committee: Prof. Morgansen - the prospective graduate visiting day is set for Friday, 3/2/12. Faculty are encouraged to reserve the date and to participate as this event can have a significant impact on recruiting. Syllabi for all graduate courses have been requested.

The Structures Group proposed and the Graduate Committee endorsed the listing of a new course, AA 535: Advanced Composite Structural Analysis, covering an analytical treatment of structural materials not previously offered, but now a requirement of the MAE-CMS degree. The course will be offered in alternate years. It will be taught in 2012-13 by Prof. Lin. Approved unanimously.
The committee also proposed a policy statement that any student in A&A graduate programs must have an advisor at least Adjunct in A&A, in order for the department to have confidence that the person in charge of directing the research is aware of department policies, requirements, and procedures. Approved with one abstention.

**Academic Program Review Committee:** Prof. Hermanson - the department’s self-study report was completed and submitted to the Graduate School on 11/23/11. The site visit will take place on January 30-31, with interviews with various groups of constituents (senior/midcareer/junior faculty, graduate and undergraduate students, staff, etc). Scheduling with these groups will begin when the Graduate school has approved the draft agenda. For information, the chair of the review committee is Per Reinhold/ME.

**Search Committee:** Prof. Mesbahi - all of the ads have been submitted, and some have been published or posted. Prof. Mesbahi has contacted about 200 colleagues in the field, and Prof. Morgansen is developing and contacting diversity sources, and the position will be advertised at a major conference scheduled in the next week. Applications are being received. The Dean will meet with the committee in the near future.

**Strategic Planning Committee:** Prof. Hermanson - the committee’s quarterly assessment and tracking meeting occurred on 12/2/11. The committee reminds faculty that funding from the Dean is available to assist travel to assist travel to peer institutions to publicize A&A’s activities and gather benchmarking information. The committee also proposes to assign undergraduates to specific faculty as personal advisors. Prof. Bruckner (and others) recalled that this had been tried previously, but students seemed reluctant to approach professors. Prof. Dabiri suggested that affirmative efforts be made by the faculty advisors to connect with these students.

**AIAA:** Prof. Dabiri - planning for the regional conference is ongoing.

**Sigma Gamma Tau:** Prof. You - activity for this group is expected to pick up next quarter.

**CoE Promotion & Tenure Committee:** Prof. Mesbahi - mandatory promotion cases have been reviewed and letters forwarded to the Dean.

**No report from the following committees:** Undergrad Committee, Safety Committee, Peer Review Committee, Boeing Professorship Committee, Diversity Committee, Instructional Lab Committee, Social Committee, Space Allocation & Utilization Committee, Space Systems Committee, UWAL Committee, CoE Accreditation Continuous Improvement Committee, CoE CEP Committee, CoE EDGE/UWEO Advisory Committee, CoE Executive Committee, CoE Council, Engineering Manufacturing Steering Committee, UW Faculty Fellows, UW Faculty Senate

**DISTINGUISHED ALUM NOMINEES**
SHORT LIST – Nicolai, R. Dittemore, Andrews, Ahlstrom, Ross, Johnson, Robertson, Gronewegen, Fowler

Detailed discussion of a short list of candidates and a straw poll produced a shorter list (Johnson, Nicolai, Ross, Robertson, and Fowler), about whom further information will be sought.

**APPOINTMENTS**

Renewal for the period July 1 2012-June 30 2013 of the appointments of Research Professor Richard Milroy, and Affiliates Patrick Safarian and Patrick Stickler was approved (12 approved, 0 not approved, 0
abstained). The appointment of Dana G. Andrews as Affiliate Professor was proposed and approved unanimously.

NEW BUSINESS
Prof. Dabiri requested that faculty giving lectures and presentations on campus let the department know some time in advance so that interested colleagues might attend.

ADJOURNED
Meeting adjourned at 5:10pm.
Minutes  
Department of Aeronautics & Astronautics  
November 7, 2011

Attending:  Breidenthal, Dabiri, Ferrante, Hermanson, Jarboe, Kurosaka, Lin, Livne, Mesbahi, Milroy, Morgansen, Shumlak, You; Maczko

Absent:   Feraboli, Mattick, Vagners, Slough

Excused:   Bruckner

ANNOUNCEMENTS:

- Department laptops and data projectors will now be checked out from Josh Bean’s office in Guggenheim 320. This change will ensure increased security and accountability for the items being in a locked room with very limited access and the items are now closer to the computing support staff responsible for maintaining them.
- Department master key is still missing.
- Boeing naming update - Boeing at present does not have the money discussed in previous negotiations, so the naming discussions are on hold. It is not known when they will be continued. It has also surfaced that apparently there was no “gentleman’s agreement” between our department and Boeing. Boeing was confusing us with a deal in the works with Washington State University. They would still like to move forward with the deal but our preference would be to reset the negotiations.
- Mubadala Update – President Young was planning to visit Dubai and it was hoped that he would have an opportunity to push for a firm signing date, but the trip did not happen. There are differing opinions about when the signing should be and an agreement about the date has not been reached. Mubadala is completing a budget review process so the agreement can’t be signed until the review is complete. There are now questions about the fast track program and whether we can get their students through the enrollment process in time. David Szatmary, Vice Provost of UW Educational Outreach, would like to know our faculty’s opinions about the latest developments. Feelings are mixed, ranging from skepticism that the deal will ever be official to indifference, but more most still feel it’s a good idea. It was suggested that we remind Mubadala officials of our deadlines if they are still interested in this partnership.

DEIDRE GIRARD – DEPARTMENT PUBLICITY
In an effort to increase our visibility on campus and off, Deidre will be creating an e-newsletter that highlights faculty research and accolades. The first issue will is targeted for January and will be sent monthly after that. The e-newsletter will be sent internally to start and a broader audience will be considered later.

REPORTS FROM COMMITTEES

Computer Committee: Prof. Shumlak – Brian Leverson, Senior Computer Specialist, is putting together a proposal to get large computer resourcing for the department. This same proposal was submitted last year but was denied. Brian feels it is better supported this year and will be approved. Submission process is in January.

Graduate Committee: Prof. Morgansen – The first committee meeting will be November 10th. Items to be discussed during this year are: 1) removing prerequisites for some graduate classes; 2) online
application review process; 3) schedule the prospective student visit day; 4) enhanced training/review of TAs/RAs; 5) make graduate course syllabi available on department website; 6) incorporating graduate student research presentations/poster sessions into department events; 7) AA grad advisor discussion (?); 8) Professional Master’s Program; 9) vision of the grad program; 10) development of 5 year survey of alumni; 11) development of recruitment plan; 12) other issues that need to be addressed. All faculty members will be able to review applicants for admission online, but the committee will still make final decisions.

Search Committee: Prof. Mesbahi – The ad for the new faculty position is circulating among committee members. The committee is waiting to see if AMATH wants to appoint someone to the committee. AMATH wants to make sure the candidate selected is aligned with their strategic goals. There is a possibility that if AMATH decides not to join our department in this hire, we could possibly align with another department.

AIAA: Prof. Dabiri – The students would like to have more of a professional level of participation in their organization, so they have arranged a networking night and invited different companies to attend. They will also be setting up a table at an upcoming technical symposium where they will display senior design projects and advertise the wind tunnel. They are hosting the AIAA Regional Conference and are currently working on setting up tours.

CoE Promotion & Tenure Committee: Prof. Mesbahi – Currently there are 11 mandatory and 11 non-mandatory cases. The committee is reviewing two cases per week.

No reports from the following committees: Undergrad Committee, Safety Committee, Peer Review Committee, Boeing Professorship Committee, Diversity Committee, Instructional Lab Committee, Social Committee, Space Allocation & Utilization Committee, Space Systems Committee, Strategic Planning Committee, UWAL Committee, Sigma Gamma Tau, CoE Accreditation Continuous Improvement Committee, CoE CEP Committee, CoE EDGE/UWEO Advisory Committee, CoE Executive Committee, CoE Council, Engineering Manufacturing Steering Committee, UW Faculty Fellows, UW Faculty Senate

REAPPOINTMENT VOTES FOR 2012-2013

Courtesy appointment voting results can be found on the last page.

Reappointment votes for Research Professor Richard Milroy, Affiliate Instructor Patrick Safarian and Affiliate Assistant Professor Patrick Stickler were tabled until the December 5, 2011 faculty meeting.

APPOINTMENT VOTES FOR 2012-2013

Appointment of Deiter Zube to Affiliate Associate Professor: 13-appoint, 0-do not appoint, 0-abstain

Appointment of Tad McGeer to Affiliate Associate Professor: 13-appoint, 0-do not appoint, 0-abstain

DISTINGUISHED ALUM CANDIDATE DISCUSSION

The following were mentioned as possible candidates:

Dana Andrews
Ron Dittemore
Greg Johnson
Leland Nicolai
Heather Ross
Paul Robertson
Bruce Gronewegen
Kevin Fowler
Faculty should be prepared to talk in depth at the next faculty meeting about their candidate. Professor Morgansen voiced concern over the lack of diversity in the choice of distinguished alum over the previous years.

NEW BUSINESS
None

ADJOURNED
Meeting adjourned at 5:09pm.

Courtesy Appointments 2012-2013 voting results

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Minutes  
Department of Aeronautics & Astronautics  
October 3, 2011

Attending: Breidenthal, Bruckner, Dabiri, Feraboli, Ferrante, Hermanson, Jarboe, Kurosaka, Livne, Mattick, Mesbahi, Milroy, Morgansen, Shumlak, You; Catlett, Maczko

Absent: Vagners, Slough

Excused: Holsapple, Lin

ANNOUNCEMENTS:
- Mubadala update - Contract is expected to be signed next week with a kick-off in the middle of November.
- New interim provost: Douglas Wadden - Discussions for the hiring of the new provost are in progress.
- Faculty meeting minutes for the previous academic year are posted on the intranet.
- Sabbatical requests for 2012-2013 are due by 11/15/11.
- Summary of outside professional and public activities is due to AHR by 11/15/11.
- Courtesy appointments will be voted on at the November meeting. If you are sponsoring any appointments, please send a brief statement of recent and planned activities to Kim by October 26th.
- Please consider giving Kim access to your calendar so that she can schedule meetings easier.
- Equipment insurance renewal is coming up. Files are chaotic and we attempting to clean them up. Everyone will receive a list of their equipment to update.
- Global Outlook on Carbon Fiber Conference is tomorrow and the Lamborghini lab is part of the tour. Buses should be expected throughout the day.

REPORTS FROM COMMITTEES

Computer Committee: no report

Graduate Committee: no report

Undergrad Committee: Prof. Bruckner – The admissions process went well this year. This will be the largest entering class in more than 20 years. Professor Bruckner has been working with Marlo Anderson, Manager of Undergraduate Program, on UEAU courses trying to figure out what works and what doesn’t. They’ve contacted other departments for equivalency of courses. We are trying to smooth the process. There have been some concerns as to whether we will be able to accommodate the additional students that will come as a result of the Mubadala contract. We won’t be able to have courses in our buildings if we add more students.

Safety Committee: no report

Search Committee: Prof. Mesbahi – The committee for the new Controls position is coming together and is mostly formed. Professor Mesbahi is working on the ad so that when the okay to proceed comes from Dean O’Donnell, everything will be ready. Professor Hermanson and Lynn Catlett will meet with Dean O’Donnell to show that funds are available for this position.

Peer Review Committee: no report

Boeing Professorship Committee: no report

Diversity Committee: no report
Instructional Lab Committee: no report
Social Committee: no report
Space Allocation & Utilization Committee: no report
Space Systems Committee: no report
Strategic Planning Committee: no report
UWAL Committee: no report

AIAA: Prof. Dabiri – Students will meet to begin planning a conference to be held locally. There will be a technical symposium next month at Seatac. Dana will email announcements.

Sigma Gamma Tau: no report

CoE Accreditation Continuous Improvement Committee: no report
CoE CEP Committee: no report
CoE EDGE/UWEO Advisory Committee: no report
CoE Executive Committee: no report
CoE Promotion & Tenure Committee: no report
CoE Council: no report
Engineering Manufacturing Steering Committee: no report

UPDATES FROM PROFESSOR SHUMLAK

Please send Professor Sumlak names of journals in each particular field. He is creating a database of department research to help better understand the research productivity of our department.

Currently he is working to arrange an interview-type visit with Guang Lin. Lin will present a seminar and meet with faculty.

Proposal Tiger Team – Whenever a faculty member submits a proposal, Professor Shumlak will, upon request, enlist two additional faculty members in the same field to read the proposal and provide feedback with 48 hours. With this new system, there is the potential to make all proposals stronger. Faculty are to send Professor Shumlak a message if they would prefer not to participate as a reviewer.

AFFILIATE VOTES

Affiliate Associate Professor appointment (2011-2012) vote of Uy-Loi Ly: passed unanimously 14-yes, 0-no, 0-abstain – 19 eligible to vote
Affiliate Associate Prof reappointment (2011-2012) vote of Robert Dougherty: passed unanimously 14-yes, 0-no, 0-abstain – 19 eligible to vote
Adjunct Professor appointment (2011-2012) vote of Jim Riley: 10-yes, 3-no, 1-abstain – 19 eligible to vote

Lisa Drechsler, COE HR Administrator, and Caroline Currin, UW HR Consultant

Presented on a staff survey that was conducted in February of this year.

Goals of the results of the survey:
- Gain clearer picture for A&A Chair
- What works well / What could work better
- Determine needs for administrative support
- Identify direction to focus on in A&A
- Create more of a team between staff & faculty

Points of discussion and comments:

- Faculty members are not fully aware of what is involved in staff work, but it should be clarified to staff that faculty are busy doing their own things.
- Clarity on leadership – what is meant by that? The strategic plan has been presented to the staff but they would like to know how their role within the department ties in to/supports it.
- Do faculty ask how staff members are doing in their jobs? Faculty are not experts on staff jobs and would not know how to respond. Not sure how this exchange would change anything and faculty wouldn’t get anything out of it. Staff would like to know what faculty are working on. Not sure staff would want to hear how faculty research is going. Everyone is always busy with their own thing and most people don’t think about stopping and talking.
- Invite staff to faculty research seminars and incorporate their roles into the presentation with a social hour after (during work hours). Give staff tours of labs. Once a month go to pub and have a drink (not possible or comfortable for some).
- Staff don’t seem to understand faculty work load.
- Is there any other way to advance workers who are stuck at the pre-supervisor level? A joint position with another dept might help develop skills.
- The fact that faculty have to rely on one person to do both grants and payroll (with overlapping deadlines) is disconcerting. It would be nice to have two people working on this. Lynn has asked her staff to work carefully, try to minimize errors, and call her when help is needed. Send payroll deadlines to faculty so they can work around them.
- Would like results of faculty portion of survey. Lisa and Caroline will meet with faculty in small groups like they did with staff.
- Close communications loop.
- Some staff members participate on committees and it makes it easier for them to interact with faculty.
- Encourage staff to attend seminars. Encourage staff to attend lab tours or give staff separate tours.

NEW BUSINESS
None

ADJOURNED
Meeting adjourned at 5:30pm.
Minutes
Department of Aeronautics & Astronautics
May 23, 2011

Attending: Breidenthal, Bruckner, Hermanson, Jarboe, Kurosaka, Lin, Livne, Shumlak, Vagners; Maczko

Absent: Hoffman, Holsapple, Mattick, Mesbah, Milroy

Excused: Dabiri, Feraboli, Ferrante, Morgansen, Slough, You

ASSOCIATE PROFESSOR MERIT
Dana Dabiri - meritorious
Kristi Morgansen - meritorious
John Slough - meritorious

ADJOURNED
Meeting adjourned at 5:30pm.
Minutes
Department of Aeronautics & Astronautics
May 16, 2011

Attending: Breidenthal, Bruckner, Dabiri, Hermanson, Holsapple, Jarboe, Kurosaka, Lin, Livne, Mattick, Mesbahi, Morgansen; Maczko

Absent: Hoffman, Milroy, Slough, Vagners

Excused: Feraboli, Ferrante, Shumlak, You

ASSISTANT PROFESSOR MERIT
Paolo Feraboli - meritorious
Antonino Ferrante - meritorious
Setthevoine You - meritorious

ADJOURNED
Meeting adjourned at 5:30pm.
Minutes
Department of Aeronautics & Astronautics
May 2, 2011

Attending: Bruckner, Dabiri, Feraboli, Hermanson, Holsapple, Jarboe, Kurosaka, Lin, Livne, Mattick, Mesbahi, Milroy, Morgansen, Shumlak, You, Vagners; Catlett, Ingram, Maczko

Absent: Breidenthal, Hoffman, Slough

Excused: Ferrante

MINUTES
Minutes of the April 4, 2011 meetings were approved.

ANNOUNCEMENTS:

• The department banquet is May 20th. Please sponsor students to attend.
• Course evaluation spreadsheet – The process is different this year. There is a Google spreadsheet that all faculty members should have access to. Please fill in your required information on the spreadsheet and they will all be submitted together instead of each faculty submitting separately.
• F&A rate adjustments by GCA – (indirect cost) was renegotiated to 50% retroactive to July ‘09. Retroactive to July 09 to 50%.
• Petty cash limits reminder - Please remember to keep petty cash from students modest. Some students are being reimbursed for huge amounts. Use procard or e-procurement instead. Student cannot receive a procard but it can be set up for them to use the PI’s card.
• Thanks to those who came to MyFD training; one participant found an error in his favor at the training.
• Alan Hoffman and Tom Mattick have announced their retirements this summer.
• Rekeying in AERB- there will be one key for the exterior entrances. Building will be rekeyed floor by floor. Will not give keys to those who do not turn in their old keys. Deposits will transfer. Floor rekeying should take a few days each. Happening in next two weeks. Specific dates to come.

TODD MCCLELAND – Center for Commercialization – presentation

URI SHUMLAK – ASSOCIATE CHAIR FOR RESEARCH

• PNL – In order to represent the department, Prof. Shumlak will need slides from each discipline to advertise what they do. This is needed by May 20th. Prof. Hermanson has a department overview slide.
• Guang Lin update – AMATH supports his hiring. Next he will meet with the Deans of Arts and Sciences.
• University visits as part of the strategic plan – If visiting a University or an area with a university that has a department comparable to ours, stay an extra day to tour their department and meet with their students. Our department will cover the cost of the extended stay. There are funds available just for this purpose. The intent is to benchmark other university’s programs.
REPORTS FROM COMMITTEES

Computer Committee: Prof. Shumlak – STF proposal was rejected. Some miscommunication seems to be a part of it. First time in a decade this has happened.

Graduate Committee: Prof. Lin. – The department received a record number of graduate applications. Twenty-five offers were made and half accepted. The committee revisited the qualifying policy and omitted the faculty vote requirement. A new academic standing policy was added. Students are not classified as PhD students until after they take the qualifying exam, so, to the College, it looks like we have no PhD students. The committee will add a statement that if the student comes in with a master’s degree, they will have two years of full-time study post-masters. They can always petition if something comes up and they cannot complete their studies in two years.

Undergrad Committee: Prof. Bruckner – The next UG meeting will focus on selecting students to win scholarship awards at the 2011 banquet. Prof. Bruckner is requesting nominations for each category.

Safety Committee: nothing to report

Search Committee: Morgansen – Recently met with Dean O’Donnell who is in favor of letting the department hire an additional faculty member if the budget allows and startup money is in place. This would be a fast track hire that could potentially start in January. The position would be at the Associate professor level and would be joint with AMATH. In order to win bigger grants, the Controls area needs additional faculty.

Peer Review Committee: no report

Boeing Professorship Committee: no report

Diversity Committee: no report

Instructional Lab Committee: no report

Social Committee: no report

Space Allocation & Utilization Committee: no report

Space Systems Committee: no report

Strategic Planning Committee: no report

UWAL Committee: no report

AIAA: Prof. Dabiri – DBF is in top 28 percentile.

Sigma Gamma Tau: Prof. You – Senior Alyssa Sorensen received the SGT regional award.

CoE Accreditation Continuous Improvement Committee: no report

CoE CEP Committee: no report

CoE EDGE/UWEO Advisory Committee: no report

CoE Executive Committee: no report

CoE Promotion & Tenure Committee: Mesbahi

CoE Council: Prof. Lin
Engineering Manufacturing Steering Committee: no report

UW Faculty Fellows: no report

UW Faculty Senate: no report

EMERITUS APPOINTMENTS OF HOFFMAN AND MATTICK
Alan Hoffman - General feeling of the faculty is that he is highly respected. The motion to appoint Prof. Hoffman to Emeritus status was unanimously approved.
Arthur Mattick – General feeling of the department is he has preformed cutting edge research and is brilliant. The motion to appoint Prof. Mattick to Emeritus status was unanimously approved.

ASSISTANT PROFESSOR APPOINTMENT RENEWAL
Antonino Ferrante – General feeling of the department is that he is an active researcher and getting on well in the department. The motion to renew Prof. Ferrante’s contract for another three years was unanimously approved.
Setthivoine You – General feeling of the department is his teaching has improved over the past two years and his teaching responsibility has been very time consuming. The motion to renew Prof. You’s contract for another three years was unanimously approved.

MUBADALA (get document from Jim)
Updates: -
There was a visit from the Abu Dhabi delegation.
Master’s program – they would like their own, but ours will not change.
Intellectual property and termination clause– they want no termination clause and English courts will be used for any litigation.
Most recent program plan is online.
Signing will be in May with a ceremonial signing in June.
The agreement was presented to the COE Visiting Committee and was well received.

NEW BUSINESS
None

ADJOURNED
Meeting adjourned at 5:30pm.
Minutes
Department of Aeronautics & Astronautics
April 4, 2011

Attending: Breidenthal, Bruckner, Dabiri, Feraboli, Ferrante, Hermanson, Holsapple, Jarboe, Kurosaka, Lin, Livne, Mattick, Mesbahi, Milroy, Shumlak, Vagners, You; Catlett, Ingram, Maczko

Absent: Hoffman, Slough

Excused: Morgansen

MINUTES
Minutes of the March 7, 2011 meetings were approved.

ANNOUNCEMENTS:
• The Aero & Astro Banquet will be May 20th. Invitations will be mailed in April.
• Survey of staff function – We are still waiting to receive surveys from three faculty and one staff.
• Mubadala - There will be a visit this week which will include lab tours. A tentative schedule will be sent out. Please be flexible with your time.
• Biennium is coming to a close. There will be deadlines for purchasing equipment.
• My Financial Desktop – training will take place Monday, April 11th. Faculty are encouraged to attend to learn about new functionality for reconciling budgets.
• Space allocation will have a formal procedure to request space.

REPORTS FROM COMMITTEES

Computer Committee: no report

Graduate Committee: Prof. Lin. – Five research assistantships have been offered with large to med fellowships and 13 teaching assistantships have been offered with medium to small fellowships. The response has not been good or bad. 106 have been accepted. The decision deadline was April 15th. More offers were accepted in the years we held visit days for perspective grad students.

Undergrad Committee: Prof. Bruckner – The committee has been occupied with Mubadala-related business. The new UW-degree curriculum has been submitted to FCAS and SCAP for review. It has been ruled that we will not be able to use ASE as a course prefix to distinguish UW-UAEU courses. The only option given was to change the courses significantly or use the AA prefix. Prof. Jarboe suggested adding a prefix; however, that would not appear on a transcript and would only help internally. Also suggested was changing the course number but a huge amount of work is involved. This situation is new territory for the university and whatever is decided will set precedence. Prof. Bruckner would like Prof. Hermanson to contact John Schaufelberger to see what can be done. Also suggested was changing the degree title as a distinguisher. Quarter vs. semester is also a sticking point.

The committee also learned that HCDE will be cutting back on the number of sections for 231/233. Since this is a required course for our students, this will be a problem. The committee will begin working on a solution for this at their next meeting.
The committee will also begin reviewing the undergrad curriculum since it has been twelve years since the last time it was done.

**Safety Committee:** nothing to report

**Search Committee:** no report

**Peer Review Committee:** Prof. Kurosaka – There is some unfinished business to wrap up with the assistant professor proves and then they will begin associate professor reviews.

**Boeing Professorship Committee:** no report

**Diversity Committee:** no report

**Instructional Lab Committee:** no report

**Social Committee:** no report

**Space Allocation & Utilization Committee:** Prof. Bruckner – A policy is being written for future space requests. We are reaching a critical situation as programs expand and money comes in. We will have to start looking off-campus to meet our space demands. Committee is requesting advance notice of proposals so they can be prepared if the proposal gets funded. Rent should be included in proposals with an RCR rate of 26%.

**Space Systems Committee:** no report

**Strategic Planning Committee:** no report

**UWAL Committee:** no report

**AIAA:** Prof. Dabiri – Prof. Hermanson is a member of the PNW Council and his term is expiring. He is asking faculty members to please consider stepping up. Prof. Dabiri reported there was a meeting the previous Thursday and former department chair Reiner Decher attended, along with Professors Hermanson and Ferrante.

**Sigma Gamma Tau:** Prof. You – There is a new list of undergrads invited to join. Criteria: 50% seniors and 30% juniors (defined in the charter).

**CoE Accreditation Continuous Improvement Committee:** no report

**CoE CEP Committee:** no report

**CoE EDGE/UWEO Advisory Committee:** no report

**CoE Executive Committee:** no report

**CoE Promotion & Tenure Committee:** Prof. Mesbahi is finishing Prof. Holsapple’s term which ends in September. He will then begin a two year term ending September 2013.

**CoE Council:** Prof. Lin - ME is converting to a fee based professional master’s program. ChemE is bringing in 50 grads from China. EE and Computer Science are major players but did not attend the meeting. We are thinking to have two programs with different standards for each and no thesis, but additional classes will have to be added.

**Engineering Manufacturing Steering Committee:** no report

**UW Faculty Fellows:** no report

**UW Faculty Senate:** no report
**Reappointment of Post Doc Nathaniel Hicks**

Nathaniel Hicks is a post-doc for Prof. Jarboe. Due to an oversight in the previous vote, Nathaniel was reappointed to full term. His funding is actually through a fellowship, unlike the other post-doctoral appointments. His term will end on December 15, 2011 instead of June 30, 2012. Nathaniel Hicks reappointment was unanimously approved.

**BOEING DEPARTMENT NAMING**

The new offer is Boeing will give 5 million and take in to account gifts already made. The previous offer of 8.5 million was never actually agreed upon by Boeing, but was a number the Development department was working with. In addition to the 5 million, a matching campaign would be launched after the renaming was announced. Prof. Vagners suggested that as a part of the negotiations, we should request to become a “Preferred University,” which would bring in a steady stream of research money. Also suggested was endowing the chair’s title and offering a corporate affiliate program. Others felt that the current offer is an insult and we should walk away from the discussions. Prof. Hermanson researched the issue and found departments of comparable size have received approximately 13 million. Negotiations are continuing.

**Potential Joint Faculty position for Guang Lin with AMATH and PNNL**

Prof. Shumlak proposed investigating the creation of a joint faculty position to possibly hire Guang Lin. The position would be a 50% tenure-track position split 25% with Aeronautics & Astronautics and 25% Applied Math. He would retain a 50% position at PNNL. Guang Lin is a pioneer in uncertainty quantification. This is a unique opportunity for our department to move into a growing field and would improve relations with PNNL. This would be a new position created by the deans of the College of Engineering and the College of Arts & Sciences and would not affect any open positions we have pending. A Memo of Understanding between our department and AMATH would be drafted to address all issues regarding the split. His start-up would be minimal and his work space could be in either AA or AMATH. Prof. Shumlak asked the faculty if he should continue to explore this opportunity. Proposal to enthusiastically endorse Prof. Shumlak's investigation of a 25%/25% tenure track position for Guang Lin: 10.5 approved, 3.5 opposed.

**MUBADALA**

Prof. Hermanson provided an update on the status of the Mubadala/UAEU discussions. The key items included:

1. A visit from an Abu Dhabi delegation is expected this week, consisting of Bill Belgard and Abdelqader Abusafieh (MDC), Reyadh Almehaideb and Youssef Haik (UAEU). Purpose: discuss education and research programs.
2. A second visit is expected next week, by Bill Belgard, Shahab abu Shahab and MDC Lawyers (MDC), Rory Hume (UAEU). Purpose: discussion of contract issues leading to agreement on program plan.
3. The program plan (main document and sub-parts) is being updated by the UW legal team (Michael Corn, David Mc Cone, Quentin Yerxa). D. MCone is serving as “librarian” of all documents.
4. The formal “signing” now anticipated in early May 2011.
5. UW approval of new UAEU-Aerospace degree: Approval by CEP (3/2/11), tentative approval by FCAS (4/1/11), final FCAS approval pending.
6. There was a teleconference between UW, MDC and UAEU (3/30/11) ... 10 participants! Key discussion points included:
a) UW research to be conducted in Seattle ... agreed.
b) PI for each project from UW or UAEU, with co-PI at partner institution ... agreed.
c) New equipment will be allowed, with no specific limit, for UW-Seattle research projects. Major infrastructure (e.g., new facilities) will be at the UAEU ... agreed.
d) The need to align all research to meet MDC goals and develop capabilities at the UAEU.

One outstanding issue remains the nature of the “pool” of research funding ... shall it be a closed, non-competitive pool vs. an expanding, competitive pool. After discussion of the issue the following motion was offered by Prof. Livne and unanimously approved:

“It is proposed that a guaranteed pool of research funding will be allocated by RFA of at least $10M annually, expressly for Aerospace research. Given the tight link between academic program building and the scope of the research that must support it, the UAEU/UW are expected to be the key players in this funding pool. This pool is expected to expand annually as per the need of Abu Dhabi Aerospace industry with the expansion of RFA.”

NEW BUSINESS
None

ADJOURNED
Meeting adjourned at 6:10pm.
Minutes
Department of Aeronautics & Astronautics
March 7, 2011

Attending: Bruckner, Feraboli, Hermanson, Jarboe, Kurosaka, Lin, Mattick, Mesbahi, Milroy, Morgansen, Shumlak, You; Catlett, Ingram, Maczko

Absent: Breidenthal, Dabiri, Ferrante, Hoffman, Holsapple, Livne, Slough

MINUTES
Minutes of the February 7, 2011 and February 28, 2011 meetings were approved.

ANNOUNCEMENTS:
- This will be a regular faculty meeting and not a Mubadala-centric meeting
- A&A Banquet will be held Friday, May 20. Invitations will be mailed April 18th.
- A complaint recently submitted concerning inadequate lighting in parking lot C17 has been fixed. Please let Jim or Lynn know if anything in or around the building is not functioning properly.
- Lynn Catlett will be sending out detailed instructions on when and how to submit Procard receipts. Timely completion of this task is required and expected so that Carmela Halos (Fiscal Specialist Supervisor) is not overloaded with last minute submittals.

REPORTS FROM COMMITTEES
Computer Committee: no report

Graduate Committee: Prof. Lin. – Thanked Wanda Frederick and Deidre Girard for all of their hard work completing the review process for autumn quarter graduate applications.

Final Admission Statistics for autumn 2011:
- 240 applicants total
- 42% were admitted
- 4 RA offers (1 each in controls, fluids, plasma, structures) + large fellowships
- 13 TA offers + 8 small fellowships (distributed over each discipline)
- 2 offers of paid tuition to Air Force applicants (both controls)

Spring 2011 Statistics (this will be the last year for spring graduate admissions)
- 22 applicants
- 27% admitted
- 5 incomplete of post-master’s pending advisor

Undergrad Committee: Prof. Bruckner – Committee is dealing with Mubadala curriculum issues. The committee has come up with acceptable curriculum for first two years. The biggest issue is that we have a quarter based system and they have semesters. Mubadala students will be offered essentially the same courses we have here. ASE – course designator they will use when their courses are up and running. Packet has been pre-vetted by FCAS and SCAP and will be submitted tomorrow.

Safety Committee: nothing to report
Search Committee: Prof. Hermanson commented that conducting a new search is subject to budget issues and Dean O'Donnell will not approve a new search until things are clearer with the budget situation between now and June.

Peer Review Committee: Prof. Kurosaka - Assistant professor reviews will take place this week and next. Associate professor reviews will take place in the spring quarter.

Boeing Professorship Committee: no report

Diversity Committee: no report

Instructional Lab Committee: no report

Social Committee: no report

Space Allocation & Utilization Committee: Prof. Bruckner – The next meeting will be March 9th at 11:30am. There are still a few issues to deal with concerning the Wind Tunnel and the lab shift in AERB but considerable progress has already been made. The department has reached a critical point on space and future space needs may have to go off campus. Any needs for space in the future must be taken to Professor Hermanson and/or Professor Bruckner.

Space Systems Committee: no report

Strategic Planning Committee: no report

UWAL Committee: no report

AIAA: Prof. Dabiri – Six students are registered for the upcoming conference. Enrollment has been lean this year because of budget crunches at other schools. It was noted that if we decided not to send a student this year to save money, it would be the first time we didn’t send a student. We will be hosting the 2012 conference. We last hosted in 2003 and everything went smoothly and the department was able to provide funding.

Sigma Gamma Tau: Prof. You reported that the chapter has nominated Alyssa Sorenson for an award.

CoE Accreditation Continuous Improvement Committee: no report

CoE CEP Committee: no report

CoE EDGE/UWEO Advisory Committee: no report

CoE Executive Committee: no report

CoE Promotion & Tenure Committee: no report

CoE Council: Prof. Lin – Some departments in the college are discussing a professionals master’s program to generate additional income. Our graduate committee is not currently considering this option, although it has been considered in the past. It was felt that it would compromise the quality of the program; courses and requirements would have to be “watered down”. ME converted their entire master’s program and the higher fees go directly to the department and CE is considering a move in the same direction. Professor Hermanson asked Professor Shumlak look into what other departments are doing and to bring a summary to the next faculty meeting on April 4th.

Engineering Manufacturing Steering Committee: no report

UW Faculty Fellows: no report

UW Faculty Senate: no report
BOEING DEPARTMENT NAMING
We have apparently received a response from Boeing offering 8.5 million spread out over several years. Our counter-response was approximately 14.1 million plus adding the Boeing name to the Chair’s title. If we count previous gifts to the department in our offer, the “new money” would be approximately 12 million. We will not consider much less. Professor Feraboli feels if Boeing offers us 10 million, we should not walk away because the Boeing name would be beneficial to the department. Professor Hermanson does not want to undersell the department especially when 14 to 15 million is considered fair market value.

MUBADALA
The program is moving along slowly, though there have been no updates from Mubadala since the London meeting on February 28th.

NEW BUSINESS
None

ADJOURNED
Meeting adjourned at 4:30pm.
Minutes
Department of Aeronautics & Astronautics
February 28, 2011

Attending: Bruckner, Dabiri, Ferrante, Hermanson, Holsapple, Kurosaka, Lin, Livne, Mattick, Mesbahi, Morgansen, Shumlk, Vagners, You; O’Donnell, Maczko

Absent: Breidenthal, Hoffman, Jarboe, Milroy, Slough

MUBADALA/UAEU
Mubadala Committee members: Adam Bruckner, Dana Dabiri, Eli Livne, Jim Hermanson, Kristi Morgansen, Kuen Lin, Mehran Mesbahi, Sett You

Prof. Hermanson and Dean O’Donnell recently traveled to London with meet with Mubadala representatives. Some changes were made to the “term” sheet. There are hopes that an agreement can be signed in April after all approvals have gone through. It was decided that all UAEU faculty will be required to spend time here at the UW. Senior faculty should not have to be here long periods of a time, at least a quarter. Junior faculty will spend no less than two quarters. They will automatically become members of our department as UW employees. UEEU will pay them but the money will come from the contract. Prof. Holsapple inquired about their rights if the agreement falls through after they have been employed. He also asked if they can be tenured or fired. Dean O’Donnell assured that they will not be hired at in tenure-track positions; rather an instructor or lecturer level.

Changes to the term sheet:

Program funding and proposal review - The term sheet developed in London has been modified by the UW, based on discussions in the previous week with Mubadala and the UAEU.

- (changed/re-verified) A guaranteed pool of research funding by MDC of at least $10M annually expressly for UW/UAEU research, with $5M of that for UW-based research. The actual funding level at either institution may vary somewhat, depending on the outcome of the proposal review process.

ADEC (Abu Dhabi Education Council) is now involved. They are playing a part in this agreement. RFA (ADEC’s Research Funding Agency) seems to be rather new with no track record. Under the revised term sheet, they will channel money and review the proposals. Prof. Hermanson specifically asked that the UAEU appoint an acting chair for the new aerospace engineering department immediately.

In London they were saying $10 million to start. We have assurances from Mubadala that this will be expressly for this program only. A pool of five million is to be available for UW-research; the actual amount will depend on which proposals get funded for research. Has there been discussion about division between organizations? The Research Committee still decides for which projects to solicit full proposals. Prof. Shumlk wanted to know if there isn’t $5 million of quality proposals, who is making final decisions? In London, RFA stated it wants to be the final decision maker for the country for funding; Mubadala has stated it expects to be making the final decisions, and we are proceeding based on the Mubadala expectation.

- (changed) This pool may expand annually by at least $5M until 2015. The expanded pool (the amount in excess of the $10M baseline pool mentioned above) shall be subject to an open
competition among universities within Abu Dhabi and their partners (Note: the only two research engineering universities in Abu Dhabi are the UAEU and Khalifa University).

Georgia Tech has been talking with Khalifa about joining together.

- (same/re-verified) UW research components of joint projects shall be conducted in Seattle.
  This has been verified numerous times.

- (new text/old concept) UW research program funding will not be provided for major infrastructure in Seattle.
  Infrastructure includes building new facilities but does not include equipment. It is not clear where, precisely, the line is drawn. Prof. Bruckner inquired if that includes building lab space that is crucial to research projects. Prof. Dabiri stated that large scale experiments could be done in Abu Dhabi since there is plenty of space there.

- (changed) The Research Committee (consisting of representatives from the UW A&A, UAEU, and MDC Aerospace) shall identify appropriate suggested research topics based on core aerospace needs. Proposals for both basic and applied research will be encouraged.
  Prof. Dabiri would like research topics listed as an appendix to the term sheet to make sure we are on the right track. Prof. Hermanson agreed to do so.

- (same) All joint proposals (originating from either the UW or the UAEU) will be evaluated by the Research Committee. The initial proposals will be submitted to the Research Committee in the form of brief “white papers” that identify the research topic, demonstrate its relevance to the goals of MDC, explain the development of the educational and research programs at the UAEU, and provide an estimated budget. The Research Committee shall then determine from these initial submissions, which to solicit for full proposals.

  Prof. Bruckner asked on what basis RFPs will go out; will there be a list of topics they are interested in having worked on; will they give us outline of what they want proposals in. The call for proposals will have a specific list of topics but anything can be proposed. At first, Mubadala may stress areas they are currently interested in, but to build up their program, they will eventually need everything. Prof. Morgansen said it will be an opportunity for us to educate them about areas of research they are unfamiliar with. Prof. Kurosaka asked if Prof. Hermanson was able to detect their business plan. Prof. Hermanson stated that they have not talked in detail about how they intend to accomplish their goals.

  Prof. Livne expressed concern about needing to have a collaborator in Abu Dhabi for each research proposal. He fears this could be limiting especially in the beginning when they don't have the staff or the infrastructure. Dean O'Donnell believes that in the beginning the funding will likely not be a 50/50 split and most programs will be executed in Seattle; joint does not necessarily imply equal.

- (changed) The Research Committee shall identify and recommend appropriate expert outside reviewers for said proposals to the RFA. The RFA shall solicit external proposal reviews and prepare summary comments based on the results of those reviews.

  Professor Shumlak asked if there will be feedback from RFA to the research committee and if they can dictate from the top down what they want to receive.
Dean O’Donnell stated that we should propose a review process that works for us, but RFA has to play a role. We will identify the reviewers and RFA will do the review. The RFA will only push research proposals through administratively. RFA may have to compensate to get reviewers to participate.

- **(new)** An Executive Committee (with an MDC controlling influence, but also representatives from the UW and the UAEU) shall make the final funding decisions.

Dean O’Donnell explained the function of the Executive committee. Professor Kurosaka suggested Dr. Mani as a UW representative to the committee which Dean O’Donnell supported. RFA will fund the UAEU, and the UAEU will fund us.

It was asked if they would compensate for the loss of revenue if they don’t have enough students to fill the program. They have no problem paying fixed cost.

Intellectual property – If the work is done in Seattle by UW people, it becomes UW property. If the work is done at UAEU, then it belongs to them. If the work is done jointly, then it is jointly owned. Prof. Bruckner asked if this needs to go through the state department. Dean O’Donnell suggested that we get in touch with Stephen Hanson, Vice Provost for Global affairs.

Based on UW’s needs and on discussions with Mubadala and the UAEU, a three step process for proposal review has been proposed:

1. Preliminary proposals – The Research Committee will select from which projects to request full proposals, and shall identify outside, expert reviewers.
2. Full proposals – goes to RFA. Gets the reviews and summarizes the results. The RFA is not to actually decide about proposals, and can only review what the Research Committee sends to them.
3. Proposals approved for funding - Executive committee (MDC controlled, with members from the UW and UAEU) – passed to original institute. Selects proposals for funding.

This reviewer process is not different from how things are done here in this country in other agencies.

No appointments have been formalized, except Prof. Hermanson’s as the UW Program PI. The steering committee will play a different role from the Executive Committee. The Steering Committee will still monitor the progress of the education and research programs.

All projects have to be jointly researched, so technically all intellectual property will be jointly owned. Dean O’Donnell would like it to be in the agreement that what is done by UW people will be our property.

Prof. Kurosaka inquired as to whether there is any talk about unrest in the region.

Dean O’Donnell shared that when he left London, he was not hopeful about this agreement happening and that it was Prof. Hermanson who worked hard to get it back on track.

The chart Prof. Hermanson created demonstrating the three step process should be included in the project proposals. Prof. Shumlak worried that we would put in a lot of time and resources for proposals and then be given very little money for the research. He would like to make sure this doesn’t happen. It was recommended that a timeline be included and that the review process be cut to three months since reviewers will be getting paid for their time.
Prof. Holsapple worried that they may want us to do things we are not qualified to do. Prof. Dabiri countered that this will open the discussions because they want a strong research program that helps to build up their program.

Research should meet Mubadala’s goals and also UAEU needs in becoming a world class research university.

Prof. Hermanson moved, Prof. Bruckner seconded, to update the term sheet as discussed, including the aerospace research topics, and indicate the broad acceptance of the A&A faculty of the program as currently proposed. Prof. Livne suggested the addition of a statement (here, and as needed in other parts of the negotiation) that the research should meet MDC’s goals and also support the development of the A&A department at UAEU. Motion carried unanimously.

Prof. Dabiri observed that, as the program at UAEU develops, it will provide foundation for other industrial development

Prof. Holsapple spoke in favor of involving UAEU grads in a UW professional master's program; suggested that proposals include language specifically mentioning support of some number of these students from UAEU

Prof. Kurosaka proposed including the UW VP for Research to the Exec Committee, based on the fact that the Dean agreed he would accept Dr. Mani Soma as an appropriate UW representative on that committee. Prof. Bruckner stated that who UW sends is UW business, and who MDC sends is MDC business, so it would be premature to specify names/roles in this capacity.
Minutes
Department of Aeronautics & Astronautics
February 7, 2011

Attending: Bruckner, Dabiri, Feraboli, Hermanson, Holsapple, Jarboe, Kurosaka, Lin, Livne, Mattick, Mesbahi, Milroy, Shumlak, You; Catlett

Absent: Breidenthal, Ferrante, Hoffman, Slough

MINUTES
Minutes of the December 13, 2010, meeting was approved.

ANNOUNCEMENTS:
- There is no news of substance yet on the state budget.
- Todd Cleland is our representative from the Center for Commercialization. He asks to attend a future faculty meeting to discuss opportunities for development of industrial relations.
- The department has been contacted by the Leon Center, Spain, with regard to developing a relationship including study abroad opportunities, research collaborations, and instruction in the area of mechanical engineering. Chair Hermanson opined that undertaking this effort should be delayed until the Mubadala proposal is resolved.
- Professor Morgansen-Hill was welcomed back from her leave.
- The department has been offered an opportunity to participate in a program named “Bacon in Space,” by a meat vendor who patently has no idea of what it would take to launch and recover a pound of pork.

REPORTS FROM COMMITTEES

Computer Committee: Prof. Shumlak reported that, in response to a need for greater computing power and graphics processing, several options were investigated, including Hyak. Hyak was eliminated because many students were involved. Brian Leverson proposes to build a new cluster within the department to meet this need.

Graduate Committee: Prof. Lin reported review is underway for this year. 234 applications have been received, up 18% from 2010 and up 4% from 2009. 41% of applications are for the MSAA/MAE. Controls received 33% of the applications, Fluids 31%, Plasma 17%, and Structures 16%. The committee intends to keep the acceptance rate at about 40%.

The department anticipates making about 10 TA offers to incoming PhD students (i.e., support will not be ongoing). Prof. Livne noted that inexperienced students are not much help in teaching advanced courses. Prof. Mesbahi countered that some students do have more experience, so a case could be made for their appointment where necessary. Teaching is a necessary part of professional preparation in some disciplines. In addition, the majority of courses of TAs are provided for more basic undergraduate topics, which graduate students should have mastered. Prof. Bruckner pointed out the necessity to mentor graduates as teachers as well as researchers, and the desirability of providing experience of substance rather than rote support functions. Prof. Feraboli added that more experienced students are less available as TAs, since second year MA students are busy completing their programs and second year PhD students would be working under a PI.
The Committee proposed to review applications for admission in Autumn to reduce the workload and make the distribution of support more fair (most resources are committed in the autumn process). Students accepted for Autumn could begin in Summer. Promising applicants could be reviewed at other times if desired by a PI. Prof. Shumlak noted that this procedure would make it easier to maintain high quality of applicants, as it is more difficult to maintain consistency over the months of a rolling admissions process. He added that this would change the approach of students who may in have thought of this department as a casual back-up/second choice, since admissions have always been “open.” The recommendation was accepted by a vote of 12 in favor, 1 opposed, 1 abstaining.

**Undergrad Committee:** Prof. Bruckner reported that the committee had begun to grapple with detailed course descriptions for the Mubadala proposal. If the program at UAEU is to produce a UW degree, the instructors must be UW employees. The present thought is to make them simultaneously departmental affiliates and Senior Lecturers for whom salaries could be coded as “paid directly” by UAEU. Other questions to be addressed include

- whether to use direct freshman admission or transfer juniors (transfer of juniors would be easier at first);
- scheduling of course content for freshmen and sophomores as there is mismatch between current offerings of the two institutions
- Marlo Anderson is consulting UW departments regarding what current UAEU courses would be accepted as prerequisites
- UW has limits on transfer credits and foreign transfers. If students are admitted as freshmen, their early coursework would be taught by UW employees, so this is not an issue. Otherwise, the Provost might make an exception for this case.

**Safety Committee:** nothing to report

**Search Committee:** There is, of course, no current search activity. However, Prof. Mesbahi suggested the committee develop strategies to use to approach the Dean and to understand opportunities that are available now.

**Peer Review Committee:** Prof. Kurosaka reported that all Assistant Professors will be reviewed. Prof. Hermanson reminded the committee that all faculty are to be reviewed periodically. Many Associate and full Professors have not been reviewed for long periods, so Prof. Hermanson requested that a plan be made to remedy that oversight.

**Boeing Professorship Committee:** nothing to report

**Diversity Committee:** nothing to report

**Instructional Lab Committee:** nothing to report

**Social Committee:** nothing to report

**Space Allocation & Utilization Committee:** Prof. Bruckner reported that there is a current issue. All parties have been apprised and negotiations are taking place toward a solution.

**Space Systems Committee:** nothing to report

**Strategic Planning Committee:** nothing to report

**UWAL Committee:** nothing to report

**AIAA:** Prof. Dabiri reported that registrations are under way for the 2011 AIAA Region VI Student Conference in San Diego, March 24-27. Abstracts are due February 13. Prizes will be awarded for two
new categories: Community Outreach (article) and Other Topics, a category for nontechnical papers related to Aerospace and an opportunity for underclassmen to contribute.

**Sigma Gamma Tau:** Prof. You reported that officers are selecting nominees for the undergraduate award.

**CoE Accreditation Continuous Improvement Committee:** nothing to report

**CoE CEP Committee:** nothing to report

**CoE EDGE/UWEO Advisory Committee:** nothing to report

**CoE Executive Committee:** nothing to report

**CoE Promotion & Tenure Committee:** Prof. Holsapple’s service on this committee will end Winter quarter. Prof. Holsapple reported that the committee’s processes are good, though some members argue that subtle changes of policy or procedure over the past three to four years should be voted upon by all faculty. The College website on promotion and tenure is good and up to date. One topic of debate is whether the candidate should provide his own citation count. If the data is not provided, the committee is not supposed to check. This is also the case with teaching evaluations. There will be a new chair of the committee in Spring quarter.

**CoE Council:** Prof. Lin attended a meeting on January 12 at which Tom Sparks explained the budget outlook. He demonstrated the actual and anticipated shifts in source of operations funding from 2009 through 2013 (in $ millions):

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<th>Biennium</th>
<th>University</th>
<th>Tuition</th>
<th>CoE</th>
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Prof. Lin also reported that the Council is organizing the next all-college faculty meeting on May 24.

**Engineering Manufacturing Steering Committee:** nothing to report

**UW Faculty Fellows:** nothing to report

**UW Faculty Senate:** Prof. Livne has been the representative for the combined A&A and IE faculty this year. He will be replaced for the next academic year by a representative to be selected from and by the IE department. Prof. Livne reported the Senate felt there has been a change in Olympia with legislators recognizing the economic importance of the University, but the fiscal situation may still force budget reductions. A debate over shared governance was triggered by the President’s override of the Adjudication Committee’s recommendations on a case of scientific fraud from the Medical School: what is the real authority of deans, the president, et al. The fraud case is now in the courts and the Senate agrees that is not subject to consideration, but it will work on policy for the future. Prof. Livne mentioned that the AAUP website was active and may contain useful or interesting information.

**ACADEMIC PROGRAM REVIEW**
A small committee has met to begin the process leading to the actual review activity in 2012. Much more on this will be discussed at a later date.

**BOEING DEPARTMENT NAMING**
The offer has been raised to a more substantial figure but one still not acceptable for department naming. Rates for these actions seem to be fairly consistent across the country, with $15-20 million
needed to name a department and $100 million to name a college. Part of this discussion is including UW as a preferred university. The committee (Profs. Livne, Mesbahi, Bruckner and Hermanson) is working with Judy Mahoney, Lorena McLaren and others to advance the discussion.

**STAFF SURVEY**
Two surveys are in preparation: one to assess staff attitudes toward their jobs and identify what is working or needs improvement from their perspective, and one to assess faculty experience of the functions provided by staff. College and University HR professionals have advised in the composition and they will assist the Chair in analysis of the results. Prof. Kurosaka and other referenced an outside consultant used during a previous staff reorganization; if such reorganization is contemplated as a result of the survey, other non-UW guidance may be sought. Prof. Holsapple noted that student input should be solicited, as they are a distinct constituency. Prof. Livne and others were concerned that the College may use this information as an opportunity to interfere in departmental management. Prof. Hermanson assured them that this was an internal process, designed to formalize and quantify information necessary to make informed management decisions. Prof. Livne also expressed concern that the department may be understaffed, particularly if the Mubadala proposal is implemented.

**MUBADALA**
Prof. Hermanson, Dean O’Donnell, with Dave McCon and Quentin Xerxa, members of the UW Attorney General’s Office who have been assigned to the project, will travel to London during the week of February 14 to meet with executive and legal representatives of MDC. They will work on business and legal aspects of the proposal; intellectual property issues are of particular concern.

**NEW APPOINTMENT**
Prof. Kurosaka proposed the appointment as an Affiliate Professor of Ramani Mani. The appointment was approved by a vote of 15 in favor, 0 opposed, 0 abstaining, 4 absent/not voting of 19 eligible.

**NEW BUSINESS**
None

**ADJOURNED**
Meeting adjourned at 17:00.
Minutes
Department of Aeronautics & Astronautics
January 21, 2011

Attending: Breidenthal, Bruckner, Dabiri, Feraboli, Ferrante, Hermanson, Holsapple, Jarboe, Kurosaka, Lin, Livne, Mattick, Mesbahi, You, Catlett, Maczko

Excused: Morgansen

MUBADALA/UAEU
Mubadala Committee members: Adam Bruckner, Dana Dabiri, Eli Livne, Jim Hermanson, Kristi Morgansen, Kuen Lin, Mehran Mesbahi, Sett You

STATUS
• First contact between lawyers is now happening concerning the agreement between Mubadala and UW. Intellectual property has become an issue since we are unaware of what Mubadala wants. We are starting to get approvals for educational portion from FCAS and CEP. A new degree program has to be approved. There are some concerns among the faculty that the agreement reference aeronautics and not aerospace. Prof. Dabiri pointed out that ABET requires some space courses. Prof. Holsapple requested that we not use aerospace unless absolutely necessary. An agreement needs to be made concerning this. In the current agreement it switches back and forth between aerospace and aeronautics. Prof. Hermanson will try to steer the agreement toward aeronautics.

• There has been some talk about another trip to Mubadala. The Mubadala team would like to have an administrative trip between our officials and our lawyers with their officials and lawyers. Mubadala would prefer to meet halfway between here and Abu Dhabi. Our preference would be that they come here. No decision has been made about when or where this will take place.

• There is some talk about there being a formal signing in April 2011. The date has been pushed back several times already.

QUESTIONS
• What is the exact percentage of fee-based funding retained by UWEO? UWEO will take $25,000 per year. It is a risk opportunity fee (6%) but will reduce each year down to zero. 6.5% is a central overhead fee. Total is 34% in the first year. If we hire new faculty for our department, Mubadala pays for it for ten years or however long needed. The fees may be able to be negotiated. CoE takes 5%. We keep remaining 95%. We will not get a cut of students that register to attend classes here. They register as normal international students. It needs to be clarified how the students will register in the agreement. Department should receive about $600,000. We will not receive the money until year three when students begin enrolling in the program. There is real incentive to make this work, because Mubadala could keep the program going beyond ten years.
• Is it possible that we could be receiving more funding from Mubadala than from the state? Yes. Prof. Lin pointed out that after doing the math, is there enough remaining after fees to pay for the Mubadala faculty. It was agreed that this should be looked into.

• What faculty positions can we expect to get and how many will be tenure track? Three faculty but there is some fluidity with what they do. One will be a program director. Two will be tenure track. One will be research faculty. Salary and startup is available with a clear funding line. Prof. Holsapple is concerned that as regular faculty retire, they will not be replaced and then the department will end up fully staffed with 10 year faculty only. It was explained that Dean O'Donnell did not cut Prof. Ly’s faculty line when he left, but said the department could search next year if the money was available.

• Can we be assured that A&A will see a new gain in receipts with no corresponding cuts in funding from CoE or the University? There is no indication that this will happen, but it is not in writing. An example given was Computer Science which has all kinds of income but their budget has not been cut because of it.

• What compensation is available for work here at the UW and there in Abu Dhabi? Compensation under this program must remain within the 25% excess compensation limit.

• To ensure program quality, all research must have an A&A PI – There are plenty of steps to make sure that all research is A&A based. Everything will be run through our department. The current agreement stipulates that to be a PI, the individual must be an adjunct professor. The Program Director has the right to terminate a program that is not focused on the core focus of our department. Prof. Breidenthal requests that all PIs on research projects must be an A&A faculty member, not just a consultant. He also requested that the word “consultant” be removed from the agreement. Collaboration is fine with other departments, but to ensure quality, the role of PI must stay within the department. Prof. Dabiri stated that the person who came up with the idea for research should run the project and put the proposal together. He also feels uncomfortable telling others that our faculty will run their program. Prof. Mesbahi added that there is not enough manpower within our department for our faculty to PI all research projects. Prof. Livne stated that it is definitely an area of concern that we could lose control, but there is also much to gain because other departments have faculty whose work is relevant; real collaboration contributes to our courses, and reduces risk of isolation of AA faculty. Prof. Breidenthal reiterated that this is a transformational opportunity for this department and we have to get it right. He feels strongly that A&A faculty should be PI. Prof. Lin asked if there could be a limit on how much goes outside of the department. Prof. Bruckner asked for “broader impacts” statement in the proposal which must demonstrate how research contributes to educational mission. Prof. Breidenthal added that during his visit to Abu Dhabi, he was under the impression that Mubadala wanted A&A faculty to be responsible for quality and to ensure that, A&A faculty must be PI. Prof. Hermanson said he had a different impression.

• MOTION (Breidenthal): Pursuant to Mubadala’s request that AA be in charge of quality control, every research proposal will have as project PI a member of the core AA faculty. Seconded, Kurosaka
  Clarification (Livne): yes = only AA faculty as PIs; no = open to outside adjunct faculty
Vote 3 in favor, 10 against, 0 abstaining
Motion not carried
• Prof. Holsapple requested that an organizational chart be added to the agreement.
• Prof. Kurosaka inquired as to whether we had enough space to house the new faculty.