Minutes
Department of Aeronautics & Astronautics
December 3, 2019

Attending: Acikmese, Dabiri, Ferrante, Hermanson, Jarboe, Knowlen, Kurosaka, Lum, Mesbahi, Morgansen, Salviato, Williams, Yang; Connery, Maczko

Absent: Bragg, Breidenthal, Little, Livne (sabbatical), Shumlak, Vagners

MINUTES
Minutes of the October 3, 2019 meeting were unanimously approved.

ANNOUNCEMENTS
• Effective now, AERB 201/221/223 is ITAR restricted for a period of time. It should end by March 2020, although it could go into April. There will be signage announcing this. Must be a U.S. citizen to be in the room.
• A reminder for faculty who supervise postdocs: Postdocs now receive vacation, sick, and a personal holiday. This is tracked through Workday. When a postdoc submits the time off request, Workday will send you an email notification that an approval is needed. You MUST log in to Workday to approve (or deny) the request.
  o Please watch the 3 minute training video on how to approve time off requests: https://youtu.be/1O1urdHQCr0
• Seminar signups – Please don’t make Kim beg! Our next visitor is Robert Landers on January 13th. Kim will be sending out the signup sheet soon.
• A reminder to not schedule class office hours in GUG 211D. We need to keep this room available for department meetings. If we see office hours scheduled here, we will cancel it and ask you to reschedule to another room.
• If you know a large item/pallet is going to be delivered, please email the front desk (copy Kim) to give a heads up and let them know where the items should be placed.
• SciTech Friends and Family Reception. There will be snacks and beverages on Monday, January 6th, 7pm to 9pm. Amy Sprague will send out a notification soon. If attending the SciTech Conference is going to impact your teaching, TA assignments are going out later this week. Try to get them to cover your class as soon as possible.
• The administrative and fiscal offices will be closed December 24th through January 1st. Ed Connery will send out an email with details about ordering and receiving during this time.
• SPARC symposium this Friday, December 6th. The keynote speaker is General Kevin Chilton. If you are attending, please register even if you aren’t staying all day. ERC is in planning stages, we have received a grant. There will be some discussion about that at the symposium.
• New funded research: JK CORAL Visualization techniques to watch the growth of coral. #D printed some corals. NSF funding. Will be on local news this week.
  o Behcet Acikmese has a new NSF project
  o Eli Livne has an FAA.
  o Owen Williams – separated flows with Boeing.
REPORTS FROM STANDING COMMITTEES

**Undergraduate Committee**: Ferrante - The A&A Undergraduate committee has voted on a few student petitions. We also approved the change to only have one placement period for the COE Direct to College program. The committee recommended to offer AA 310 & AA 311 in Summer 2020. The committee met with the instructor and TA (Susan Murphy and Whitney Thomas) of AA 498 - Capstone Design Prep course - to answer their questions.

1503 DTC admission – in order to streamline, coming up with single placement date. Cleanup placement process by having everyone have a shared start date in the college. Students will come in at end of first year, then we’ll round out with transfers students at end of the next year.

Yes – 0
No – 0
Abstain - 1

**Graduate Committee**: Danyel Hacker - Grad admissions update.

PhD Application DUE: December 16th
Graduate Committee Begins Reviewing December 20th
Round 1 reviews done Jan 6th
Round 2 reviews done Jan 21st
Faculty comments and feedback due January 27th
Offers of admission and invitations to Visit Day sent Friday Feb 7th

**PhD Visit Day Friday March 6** – faculty involvement is crucial. Plan to be here that day from 12pm to 6pm.

MS Application DUE: December 16th
Graduate Committee Begins Reviewing January 29th
Round 1 reviews done February 10th
Round 2 reviews done February 24th
Faculty feedback due March 2nd
Decisions sent March 13th

**MS Visit Day Friday April 3rd**

MAE Application Priority Deadline: April 1st
Faculty reviews begin April 8th
Reviews done April 20th
Decisions sent May 1st
Final Application Deadline August 3rd
Graduate Committee Begins Reviewing August 7th
Decisions sent August 28th

Faculty who are looking to recruit PhD applicants, applications will be in by December 16th. The committee will need feedback no later than January 27th. Danyel Hacker will send out calendar invites and reminders. A spreadsheet with applicant scores will be sent out soon.

**Tenure Track Search Committee**: Acikmese – There are currently about 40+ Controls applications and 40+ Structures applications. Controls and Structures faculty should be trying to recruit at conferences. The number of applicants will grow in the next three weeks. The committee is finalizing the rubric.
There are 26 proviso lines the state has offered. The bulk of these will go into cluster hires. They must be multi-departmental and linked to undergrad education. The Dean was discussing targeting areas of growth. We have an open line, we have funds available and there might be startup from the college. It looks like we’ll be approved to hire another assistant professor this year. If we want to do this, we must move quickly. The College is willing to help us out this year, but this will not be available next year.

Motion: Make a request to the dean for a third Assistant Professor hire this year.
Y – 11, No – 0, Abstain – 0, Eligible - 17

**Lecturer Search Committee:** Hermanson – The committee has identified 4 finalists. There were 28 applicants. We had 6 semi-finalists and the committee has Skyped with all of them. Next steps, January they will come for full day visit and give a lecture. We are looking to hire one full time person.

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

**CAPSTONE MENTORING**
Conceptual Design was moved to the fall. Students have been slotted into their teams. Susan Murphy is managing the program. Need technical assistance – 1 hour per week.
Spring Junior projects – 18 teams last year. Challenge is getting enough unique projects, and getting students to pick them. We need more faculty involvement. Projects need to be defined in January. Let Prof. Morgansen know if you are interested in volunteering. She will be reaching out for technical mentoring for the teams.

**COMOTION RESEROURCES (Ryan Buckmaster)**
(presentation is attached)
Anyone interested in commercialization, please reach out to the CoMotion team. What do you need to apply? First, reach out to CoMotion. Submit a profile about your project. Submit a business plan. Faculty who know of any postdocs who might be interested, reach out to CoMotion.

**HIRING UPDATES**
We have an offer out to an IT person to replace Steve Scheier. This person also has 2 other offers so we’re waiting to hear back. The deadline is tomorrow at 5pm.
We have three finalists for the Administrator search. We are having first round interviews this week and next. Second round interviews will be in a few weeks. We hope to have an offer out before Christmas. We have a temporary hire helping out in Fiscal. Her name is Catherine Henne. We’ll hire a permanent person when the new administrator starts.
The Wind tunnel is hiring a new Test Engineer and a new Instrument Technician.

**NEW BUSINESS**
None

**ADJOURNED**
Meeting adjourned at 1:17pm.
COMOTION’S MISSION

We deliver the tools and connections that the UW community needs to accelerate the impact of their innovations.

- The bridge between the academic world and the business world
- A supportive environment for transferring UW innovations to market
Deliver just-in-time learning opportunities for all kinds of innovations.

Create connections and provide critical resources.

Support startups from pre-seed to scale.
IP ADVISING, LICENSING & YOUR CONTACTS

We guide you on your journey

Expertise & Resources

• Market assessments
• IP protection
• Funding
• Licensing
• Confidentiality Agreements
• Start-up formation
• Industry Experts
• Training

Forest Bohrer
Sr. Manager – Engineering

Laura Dorsey
Sr. Manager - Engineering

Amy Simmonsen
Technology Management Assoc.

Samantha Cayabyab
Technology Management Assoc.
IP ADVISING & PROTECTION

Intellectual property managers advise researchers on options and strategy for UW IP

Intellectual property strategy and filing

- Prior art landscape searching
- Active management of patents and patent applications
- Review of IP protection best practices and law
- Setting a patent strategy
- Copyright & trademark strategy
- Copyright clearance guidance

Robyn Adams
Associate Director, Patents

Krystyna Szul
Patent Portfolio Manager

Patrick Chinkiewsky
Patent Portfolio Manager

Scott Smith
Copyright and Trademark Manager
FUNDING & PARTNERSHIPS

We provide connections to mentorship, funding, and networks to improve commercialization success

Connections to:
• Mentorship
• Funding
• Networks
INNOVATION GAP FUND

- $50K
- Awarded twice annually
- Lean startup methodology process
- Most applicants receive funding

- Next round starts Winter 2020

- Sign up for CoMotion newsletter for announcements: bit.ly/CoMotionNews
COMMERCIALIZATION FELLOWS PROGRAM

• Up to one year of post-doc funding
• Provides ability for post-doc to focus on commercialization activities
• Participate in monthly lunch meetings
• Scope of work includes applying for follow on funding, customer discovery, commercial prototype refinement
iCorps

- NSF funded program to provide business training to help projects create impact
- UW site program $2.5K for customer discovery
- First of two steps to get to national iCorps
- National program $50K for customer discovery travel and bootcamp-like intensive six week program
Mentors

Industry experts provide real-world insights about the commercialization process, along with expertise in target markets, product development, and fundraising strategies.
STARTUPS & INCUBATION

We support startups from pre-seed to scale

- Space
- Training
- Mentoring
- Networking
- Streamlined licensing
CREATE, LAUNCH, AND INCUBATE YOUR STARTUP HERE

<table>
<thead>
<tr>
<th>ACCESS TO MENTORS</th>
<th>STREAMLINED LICENSING</th>
<th>FAIR TERMS</th>
<th>COMOTION LABS</th>
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<tbody>
<tr>
<td>• Industry expertise</td>
<td>• Pre-negotiated licensing template available on website</td>
<td>• Standardized sector specific terms</td>
<td>• Space</td>
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<tr>
<td>• Experienced business coaches</td>
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<td>• Fair terms offered with first term sheet</td>
<td>• Training</td>
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<td>• Passion for innovation and startups</td>
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<td>• Networking</td>
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**COMOTION LABS**
- Space
- Training
- Networking
INNOVATION TRAINING
We deliver just in time learning opportunities

DISCOVER
- Initial consult with Innovation Manager
- CoMotion website

ATTEND
- Fundamentals for Startups
- CoMotion Connect
- Fundamentals for Technology Commercialization
- Seminars

BUILD
- Idea to Plan Workshop
- Innovation Gap Fund
- Pitch Training
- Customer Discovery Workshop (ZAP!)
FUNDAMENTALS FOR START-UPS

FALL LINEUP

10/04 | Building and Funding a Hardware Business
10/11 | Want to Build a Startup? Why Everyone Has the Tools & Tech for Success
10/18 | Demonstrating Inclusiveness & Diversity Through Branding
10/25 | Building a Solid IP Strategy With Limited Funds
11/01 | A Close-up View of Venture Capital in the PNW and the U.S.
11/08 | Collaborative Conflict: Navigating Difficult, High Stakes Conversations

BUILDING & FUNDING A HARDWARE BUSINESS

With Chrissy Meyer, Partner, Root Ventures

10/4/19
12-1 pm
Fluke Hall Idea Lab

COMOTION
Your Innovation Partner
HOW TO ENGAGE WITH COMOTION

We walk the innovation journey together, and we each have a role to play

<table>
<thead>
<tr>
<th>INNOVATORS</th>
<th>ASSESS</th>
<th>DEVELOP</th>
<th>PROTECT</th>
<th>LICENCE</th>
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<tbody>
<tr>
<td>COMOTION</td>
<td>Describe innovation, funding history, and contributors</td>
<td>Drive ideas to action</td>
<td>Share upcoming disclosure dates, provides additional information and reviews drafts</td>
<td>Articulate objectives and goals for the project</td>
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<td></td>
<td>Assess the opportunities and/or barriers that may exist in moving forward</td>
<td>Guide, provides resources, mentors, and networking opportunities</td>
<td>Evaluate strategic options and arranges for IP protection.</td>
<td>Explain licensing strategies and negotiates agreements representing the best interests of UW and its innovators</td>
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CONTACT US VIA WEB FORMS

Request a Consultation

Complete this Consultation form so that UW CoMotion can best match our resources to answer your questions. You should receive a response within two business days. If you do not hear back from us, please email uwinvent@u.washington.edu and let us know.

Submit a Record of Innovation

Submit this ROI form to disclose innovations to UW CoMotion, including mechanical devices, materials, software, digital media and copyrighted works. If you have questions, please submit a Consultation Request before completing the ROI form.

bit.ly/uwcomotion
SIGN UP FOR THE NEWSLETTER

> Bit.ly/CoMotionNews

> Or on our homepage
MORE WAYS TO INTERACT

https://uwcomotion.chronus.com
RESULTS

Records of innovation, patents, and licenses throughout UW

1,656
RECORDS OF INNOVATION IN LAST FIVE YEARS

1,756
U.S. PATENTS FILED IN LAST FIVE YEARS

1,806
LICENSES EXECUTED IN LAST FIVE YEARS
RESULTS
Records of innovation, patents, and licenses for Aeronautics and Astronautics

30
RECORDS OF INNOVATION IN LAST FIVE YEARS

36
U.S. PATENTS FILED IN LAST FIVE YEARS

7
LICENSES EXECUTED IN LAST FIVE YEARS