

Notes from Meeting of M&S Steering Committee  
March 18, 2009  
Koch Hall Board Room  
11:00 A.M. – 12:00 P.M.

- Present: Gianluca De Leo (HS), David Earnest (AL), Phil Langlais (Vice Provost and Chair), Roland Mielke (EN), Ginger Watson (ED), Li-Shi Luo (SC), Andreas Tolk (EN), Dean Chatfield (BU)
- Approval of Minutes: Phil Langlais presented to the Steering Committee the Minutes of the February 24, 2009 meeting for approval, whereupon motion duly made, seconded, and unanimously adopted; the minutes were approved as presented.
- M&S Website:
  - The committee discussed extensively about the website with two major objectives: (1) Provide visibility to Modeling and Simulation programs to both prospective and current students, and (2) Provide active links to each department's Modeling and Simulation contents.
  - Phil Langlais showed the committee the template of Modeling and Simulation website under the Office of Graduate Studies as well as the university website. He pointed out that the current layout of the university does not provide direct links to the program information, nor does it provide any information about various Modeling and Simulation degrees and certificate programs. He asked the committee to discuss preferable layout so that he will be able to take it to the OCCS to make necessary changes.
  - The committee made the following decisions:
    - List of graduate programs, which is currently organized by college, should be organized through widely known disciplines such as NRC taxonomy.
    - The website should give the viewer of the list of programs the ability to "sort by discipline or by alphabet".
    - Modeling and Simulation programs should appear at the top level for enhanced visibility of M&S programs. The first page will have "Graduate Programs: Arts & Letters, Business, Education, Engineering, Health Sciences, Sciences, and Modeling and Simulation"
    - The list of Modeling and Simulation programs will be organized in the following hierarchy: [Degrees] Currently there is only one M&S degree – Ph.D. in Modeling and Simulation in Engineering. [Concentrations] Organized by discipline, contains both Ph.D. Professional Degree (D. Eng.) and Master's. [Certificates] Organized by discipline.
    - List of Modeling and Simulation faculty should include the "Affiliated Faculty" list attached to the undergraduate proposal.
    - List of faculty should include live links to each faculty's website (first choice) or e-mail address (second choice).
    - List of faculty should include indicators (such as asterisks) for contact persons of each program.

- List of courses should include live links to catalogue descriptions.
  - The Steering Committee members will review the list of courses, and send any corrections to Miki Yoshimura.
  - Each department should build websites for its Modeling and Simulation programs, so that the link could be established.
- Other:
  - Phil Langlais announced to the committee that he has no further information regarding assistantship positions for AY 09-10.
  - Ginger Watson distributed the posters for Link Foundation Fellowship. Phil Langlais encouraged the committee that each department should try to submit at least two applications.
- Next Meeting:
  - The committee will meet again on April 15, 2009.

Miki Yoshimura  
03.19.2009