

Notes from Meeting of M&S Steering Committee  
May 13, 2009  
Koch Hall Board Room  
11:00 A.M. – 12:15 P.M.

- **Present:** Phil Langlais (Vice Provost and Chair), Andreas Tolk (EN), Mark Scerbo (SC), Gianluca De Leo (HS), David Earnest (A&L), Roland Mielke (EN), Ginger Watson (ED), Rao Chaganty (SC)
- **Approval of Minutes:** Phil Langlais presented to the Steering Committee the Minutes of the April 15, 2009 meeting for approval. Two minor corrections were made, whereupon motion duly made, seconded, and unanimously adopted; the minutes were approved as amended. Corrections were as follows:
  - o Mark Scerbo (SC) to be added as present at the meeting.
  - o Spelling error on the first page, first bullet point under M&S Website: “nee” to be changed to “need”.
- **Distribution of the 2009-2010 M&S Stipend Awards:**
  - o Phil Langlais provided the following summary of M&S Executive Committee Meeting discussions as presented by Provost Simpson:
    1. The Executive Committee agreed to provide smaller stipends (\$18K) but guaranteed for 3 years, as these longer duration awards are what the faculty believe are necessary to recruit and retain the best students.
    2. University guarantees to the students that they will receive 3 years of support plus tuition waivers, with an expectation that faculty who will advise these students will pick up the students after 2 years.
    3. The competition for these awards is open to all faculty and not just focused on Engineering.
  - o Phil Langlais also presented the following additional recommendations based on further discussions with Provost:
    1. Awards should be a full package: stipend (\$15-20K, based on discipline standards) plus tuition (9 credit hours per semester for Fall and Spring, and 6 credit hours for Summer).
    2. Half of the 2009-2010 assistantships to be funded for 1 year from these appropriations, and the remaining 2 years from external funding or departmental/college resources. The remaining half of the 2009-2010 M&S assistantships will be funded for 2 years from the appropriations funds, and the remaining 3<sup>rd</sup> year from external funding or departmental/college resources.
    3. Those 2009-2010 M&S assistantships funded for only 1 year with appropriations funds will be used to recruit new M&S students for the FA 2010 semester.
  - o Gianluca De Leo raised a question of who would be responsible for the 3-year commitment to students. The committee agreed that it would be individual departments/colleges. Phil Langlais pointed out that the Deans present at the Executive Committee Meeting agreed to the decision and should be aware of the expectations.
  - o The committee discussed how to best spend the allocated funds, and agreed that doctoral students should be given the first priority, and the remaining funds should be spent on Master’s students who are expected to move into a doctoral program and certificate students.

- o Roland Mielke pointed out that the stipends should be given to departments that have official M&S programs. He commented that Civil and Environmental Engineering, Electrical and Computer Engineering, and Aerospace Engineering do not have approved Modeling and Simulation degree or certificate programs, and should not be eligible for the M&S stipends.
- o Phil Langlais suggested that the approximately \$540K appropriations to be divided into thirty \$18K stipends, and give 8 slots to Engineering, 8 to Sciences, 2 to Education, 2 to Arts and Letters, and 4 to Health Sciences. Andreas Tolk suggested that the Modeling and Simulation degree programs in the College of Engineering should receive dedicated slots. The committee agreed to the suggestion and amendments made by Phil Langlais that 4 of the \$18K stipends will go to Modeling and Simulation degree programs in Engineering, 4 to other departments in the College of Engineering, 8 to Sciences, 2 to Education, 2 to Arts and Letters, and 4 to Health Sciences. The remaining 6 slots (\$108K) would be held back and used on ad hoc basis when departments are unable to fund tuition waivers. Phil Langlais reminded the committee that these appropriations are base funded, and it means that all the funds are recurring and must be expended in one year.
- o Phil Langlais announced that he would contact Computer Science to solicit nominations for the stipend, as there were no nominations from the department.
- o Ginger Watson asked about being able to use less than the allocated stipends over three semesters. The committee agreed that each department/college will have discretion on how to spend the allocated funds according to departmental/college standards.
- o Andreas Tolk and Ginger Watson recommended that stipend recipient requirements be clearly articulated and strictly enforced. The committee discussed extensively about the specific requirements for M&S stipend recipients and how to monitor their degree progress and their fulfillment of the stipend criteria. The committee discussed that each M&S stipend recipient should at least submit a paper at Modeling and Simulation Capstone Conference over the period of two years. Phil Langlais suggested that a process to be designed and delegated to an individual who would keep track of the students on M&S stipends.
- Other:
  - o Phil Langlais asked the committee to submit the names of the students who have completed the degree/certificate programs. Roland Mielke recommended that the request to be sent to the 'contact persons' for each department to acquire latest and most accurate information. Phil Langlais announced that he would look into Banner to identify recipients of Modeling and Simulation degrees and post them on the website.
  - o Ginger Watson commented that the committee should come up with criteria for accurately identifying Modeling and Simulation faculty. She recommended that completion of the national Modeling and Simulation Certificate to be considered as one criterion. Roland Mielke mentioned that he now has a new list of 54 Modeling and Simulation faculty members.

Miki Yoshimura  
05.14.2009