

Executive Committee Meeting Minutes
December 5, 2014

Present: Al Chasey, Esmá Gel, Sule Ozev (by phone), Vikram Kodibagkar, Xiao Wang, Narayanan Neithalath, Huan Liu (chair), Lenore Dai, Hanqing Jiang, Shawn Jordan, Cy Kuo, Keith Holbert (AFSE Secretary)

Absent: David Allee

1. **Dean's Dissertation Awards** Sule Ozev drafted set of criteria for this award for review/discussion:
 - a. These awards will be given once a year, one per school;
 - b. The schools will have an internal debate and nominate 2-3 Ph.D. students who have graduated in the past 5 months or will graduate in the upcoming 7 months during the month October;
 - c. A review committee made up of faculty from multiple departments will review these nominations and determine one award per school;
 - d. The awards should be announced by mid-December -- the timeline has been determined to best help students who are seeking academic positions;
 - e. The award will be presented during the graduation ceremony and will come with a plaque (or a certificate);
 - f. Application materials:
 - i. a 4-5 page abstract provided by nominated student of their thesis work along with a statement detailing their accomplishments and why they should receive the award;
 - ii. 2-3 reference letters.

ACTION ITEM: Sule Ozev will formalize the write-up, delineate the criteria and include information on how to determine members for the committee.

2. **Post Tenure Review Document Revision.** Updated documents for the "References" page of this document was shared with the committee.

ACTION ITEM: Keith will assign workgroups to review the PTR document more closely to determine consistency with updated reference documents.

3. **Dean's Lecture Candidates.** (See attached list) The Committee reviewed a list of potential speakers for the Dean's Lecture Series. The Dean will be presented with a list of 6 names (one for each school).

ACTION ITEM: Each committee member will submit to Huan a few sentences on each of their candidates regarding who they are and their distance from ASU/Engineering administrators.

NEXT MEETING: Friday, January 9, 2015; 12-1 p.m.; BY 660