University of Kentucky Senate Academic Structure and Organization Committee

From: The Senate's Academic Structure and Organization Committee (Charles Griffith (chair), Deborah Reed, Dwight Denison, Sue Humphrey, Tim Sellnow, Bill Smith, Josh Ederington)

To: Sheila Brothers, Office of the Senate Council

Date: March 23, 2010

The proposal to move the graduate center for biomedical engineering from the graduate school to the college of engineering was reviewed and discussed by our committee, and we unanimously supported the proposal.

UNIVERSITY OF KENTUCKY
The Graduate School

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March 5, 2010

TO: David Randall, Chair of Senate Council

FROM: Jeannine Blackwell, Dean of the Graduate School

RE: Relocation of the Graduate center for Biomedical Engineering and its degree programs

I am transmitting materials concerning the relocation of the Graduate Center for Biomedical Engineering and its degree programs from the Graduate School to the College of Engineering. Graduate Council considered and approved this transfer of academic programs at its regular meeting yesterday, March 4, 2010. The vote was unanimous in support. The degree programs will remain unchanged because of the transfer.

The Center Director, David Puleo, the Dean of Engineering, Tom Lester, and I will be happy to appear before Senate Council or University Senate, should you require our attendance.

Thank you for your attention to this proposal.

ee blue.

March 2, 2010

TO: Graduate Council

FROM: Jeannine Blackwell, Dean of the Graduate School

RE: Relocation of the Graduate Center for Biomedical Engineering and its degree programs

The Graduate Center for Biomedical Engineering is proposing to relocate from the Graduate School to the College of Engineering, effective July 1, 2010. Attached is the memo of understanding agreed upon by the College and the Center. I strongly support this proposal .

As Council members may know, three of the biomedical interdisciplinary Centers formerly located under the Dean of the Graduate School have relocated to health care colleges since 2003.

The Graduate Center for Gerontology to the College of Public Health (2003)
The Graduate Center Toxicology to the College of Medicine (2004)
The Graduate Center for Nutritional Sciences to the College of Medicine (2005)

The relocation of the Graduate Center for Biomedical Engineering (GCBME) has been under discussion since before 2003. The Futures Task Force report of 2002 recommended a relocation of the GCBME to the College of Engineering. In September 2003, the Center set about exploring possible locations, by preparing a self-study (November 2003) and inviting in experts to help assess the best location. The GCBME and I decided it was best to wait until new medical deans and a new Executive Vice President for Health Affairs were in place before making a determination. The final report of the external review team from April 2004 strongly recommended relocation, and reviewed the possible college homes.

Since April 2004, the leadership team of the GCBME and I have met with leadership teams from medical colleges and Engineering and explored possible collaborations. Meanwhile, the faculty has developed strong research ties with faculty in Anatomy, Dentistry, Orthopedics, Pharmacy, Physiology, Materials Science and Chemical Engineering, among others. We have discussed possible relocation with the deans of Medicine, Dentistry, and Engineering. Relocating faculty to better research facilities has been a stumbling block for change. One great concern had to do with appropriate space for biomedical research and work with human subjects.

In February, 2008, the Dean of the College of Engineering approached us with a new plan. Because of new space created for part of his college faculty, he was in a position to create space for the BME faculty in the Robotics Building. We established a workgroup to devise a plan and to develop a Memo of Understanding about a proposed move. Brian Jackson, Senior Associate Dean of the Graduate School, and Eric Grulke, Associate Dean for Research and Professor of Chemical Engineering led this effort. Details for work with human subjects were finally worked by late fall 2009. The Memo of Understanding is attached here.

The content and delivery of the degree programs in Biomedical Engineering will not be changed by the relocation. The College of Engineering already has agreements in place for their Undergraduate degree programs participating in the University Scholars program with graduate degrees in BME.

So far, the following bodies have conferred on the relocation:

- The faculties of the Centers and Schools under the Graduate School met to review the situation March 23, 2009. No action taken.
- The primary faculty of the CBME has voted unanimously in favor of the MOU and the relocation (Feb 1, 2010)
- The rest of the faculty located under the Graduate School (Martin School and Patterson School) has voted in favor via electronic survey (Feb 15, 2010; 11-0, 1 no opinion
- The secondary faculty appointed in the CBME has voted in favor (week of Feb 1, 2010; 9-0, 1 abstention, 2 no response)
- The Faculty of the College of Engineering has voted in favor (Feb 22, 2010)
- The Dean of the Graduate School invited the Graduate Faculty of the programs in Biomedical Engineering to meet on March 2, 2010 and will report on the outcome of this meeting at Council. Attendance was very light, and all parties in attendance (all core members of the faculty) were unanimous in their support of the transfer.

Date: 29 October 2008

To: Jeannine Blackwell, Dean of the Graduate School
Thomas Lester, Dean of the College of Engineering

From: David Puleo, Co-Chair
Eric Grulke, Co-Chair
Keith Rouch, Mechanical Engineering
Michael Reid, Physiology
Jeff Ebersole, Dentistry
Eugene Bruce, Biomedical Engineering

RE: Committee on Administrative Transfer and Physical Relocation of the Graduate Center for Biomedical Engineering

Background

Our committee completed its work regarding the administrative transfer and physical relocation of the Graduate Center for Biomedical Engineering (CBME) to the College of Engineering. We held four meetings to discuss various aspects of the transfer, including special sessions with Dr. Bill Balke (Associate Provost for Clinical and Translational Science; Director of the Center for Clinical and Translational Science (CCTS)) and Dr. Lisa Cassis (Director, Graduate Center for Nutritional Sciences). The interview with Dr. Balke was directed toward his vision of how the CCTS can facilitate the needs of CBME faculty for human subjects research that may be negatively affected by a physical relocation. The interview with Dr. Cassis was directed toward her experiences with the recent integration of the Center for Nutritional Sciences with the College of Medical.

Findings

The Committee on Administrative Transfer and Physical Relocation of the Graduate Center for Biomedical Engineering has the following findings:

1. Administrative transfer and physical relocation of the Center into the College of Engineering are feasible, and
2. Discussions regarding details of such actions should proceed, with the objective of preparing documentation that will enable formal voting by CBME and College faculty.

Specific responses to elements of the Deans' Charge

The committee has identified the following responsed and issues associated with each element.

1. Integration into the faculty governance structure of the COE. Some additions/clarifications are suggested to make the CBME operating rules consistent with those of current COE departments. Examples include:
    a. Addition of section on administrative organization of the Center, including sections on the responsibilities of administrative officers (Chair and DGS).

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   b. Addition of section on Ad Hoc Committees (how these are formed).
   c. Specify that the Director has the authority to allocate department resources.
   d. Change all instances of approvals by Graduate School Dean to Dean of College of Engineering.

2. Methods for faculty and staff mentoring, evaluation, and advancement within the COE. The College of Engineering faculty evaluation guidelines were provided to the committee. While these may provide a basis for evaluation, there were numerous concerns regarding the application of these criteria to CBME faculty because of the multidisciplinary character of CBME activities. CBME faculty are concerned about these evaluation guidelines, particularly with respect to teaching load. Evaluation implementation is proposed by the CBME Director as is the case with other units in the College. A Memorandum of Understanding might help clarify this issue.
3. Structural, formal, and fiscal relationships with BME affiliated faculty, co-investigators and other collaborators **outside** BME and the COE. The Engineering Associate Dean of Research and the Center Director will work with the Senior Associate Dean for Research, College of Medicine (Dr. Bill Balke recently moved from this position) to develop any agreements needed with the College of Medicine for access to clinical/human subjects research space, and for anticipated research growth at the Medicine/Engineering interface. Similar discussions also will be undertaken with Associate Deans for Research in other relevant colleges, including Dentistry, Pharmacy, and Arts & Sciences. It is intended that current relationships of CBME faculty with individuals outside the College will not be affected.
4. Relationship with other colleges (and their deans) whose research intersects BME. A CBME Advisory Board needs to be formed. The advisory board could include external academic and industrial representatives, a representative from the College of Medicine, and a rotating representative from one of the colleges that collaborates with CBME faculty, such as Arts & Sciences, Dentistry, and Pharmacy.
5. Relationship with the Office of Vice President of Research, if there are any changes in support mechanisms. CBME should continue to receive Research Incentive Awards allocated by the Vice President for Research according to the policy at the time of the award.
6. Role of the BME in graduate education in and outside the College of Engineering; status of graduate students and programs. The CBME faculty will deliver the BME graduate curriculum, with the Director being the individual responsible for its delivery. Ultimate responsibility for the structure and content of the CBME curriculum falls to the CBME faculty. CBME faculty will continue to teach in specialty courses for other colleges as is the current practice.
7. Teaching load, department-level responsibilities, and college-level expectations for service. Teaching responsibilities will be reflected in each faculty's distribution of effort, as developed by the faculty member in conjunction with the CBME Director. As indicated for Item 6, CBME faculty will be responsible for the BME curriculum and will not experience an increased teaching load following transfer of the unit. A CBME faculty

representative will serve on the following College of Engineering standing committees: Faculty Advisory Council, Research Team, and Graduate Studies Team.

8. Any necessary revisions in the role of the Director. The CBME Director will report directly to the Dean of the College of Engineering. The Director will also serve as a member of the College of Engineering Chair's Team.
9. Location of BME faculty and staff offices and labs in COE facilities. Potential locations have been identified for both faculty/staff offices and requisite laboratories within space administered by the College of Engineering. At this time, CBME faculty have neither seen this space nor endorsed its acceptability for their research and teaching needs.
10. Necessary renovations and accommodation in facilities for biomedical research, with cost estimate. A cost estimate will be prepared when a final determination is made on the space to be occupied.
11. IT infrastructure and support, institutional advancement, student advising and support, public relations, and college-level fiscal affairs. The Center for Biomedical Engineering will have full access to all College of Engineering administrative infrastructure, including IT support, institutional advancement (alumni, development, communications), college-level fiscal affairs, and student administration support. A BME staff member will serve on the College's Staff Council and will fully participate in the College's Accounting Personnel monthly meetings.

Attachments:

A. Committee Charge from Deans Blackwell and Lester
B. CBME operating procedures

Eric A. Grulke, Co-Chair

David Puleo, Co-Chair

Keith Rouch, Mechanical Engineering

Michael Reid, Physiology

Jeffrey Ebersole, Dentistry

Eugene Bruce, Biomedical Engineering

MEMORANDUM OF UNDERSTANDING

This memorandum summarizes agreements pertinent to transfer of the Center for Biomedical Engineering (hereinafter the "Center") and its graduate degree programs from the Graduate School to the College of Engineering (hereinafter the "College").

The Center's mission is to provide quality education, research, and service in the area of biomedical engineering. The research and service (including technology transfer) missions are served by engaging interdisciplinary faculty who participate in individual and collaborative research and service projects while overseeing the research training of graduate students. The facilities and support services of the Center provide opportunities for interdisciplinary research and education of varied character. The mission of the Center includes efforts to encourage and support collaborative research that involves faculty from numerous disciplines and various units on campus.

The Center, in considering a move to the College, seeks to preserve those elements of multidisciplinarity that have served it well in the past as well as to obtain access to infrastructure and resources that will enhance its ability to compete for research funding, new faculty, and outstanding students. The College, in accepting the Center, commits to preserving the character of the Center and to developing its academic and research capabilities such that the Center will play an important role in propelling both the College and the University to national prominence.

[1] Center Status

The Graduate Center for Biomedical Engineering will remain designated a "center", headed by a Director, but will hold full departmental status within the College. The Center will maintain a University-wide role by involving faculty external to the Center and College in its teaching and research programs.

[2] Faculty

Core faculty in the Center for Biomedical Engineering will have their primary appointments and tenure in the Center. The faculty are encouraged to have secondary appointments within the College as well as in other units across campus in order to maintain and encourage a "One University" environment. Core Center faculty will have full authority in granting joint and adjunct appointments in the Center.

A. Core Faculty. The following faculty members hold primary appointments in the Center:

Eugene Bruce	Professor
Stephen Lai-Fook	Professor Emeritus
Charles Knapp	Professor Emeritus
Abhijit Patwardhan	Professor
David Pienkowski	Associate Professor
David Puleo	Professor
Marnie Saunders	Assistant Professor
Hainsworth Shin	Assistant Professor
Betty Sisken	Research Professor Emeritus
Sridhar Sunderam	Assistant Professor
Guoqiang Yu	Assistant Professor

B. Joint and Adjunct Faculty. Eleven faculty members currently hold joint or adjunct appointments in the Center with primary appointments as follows:

Anders Andersen	Research Assoc. Professor	Anatomy and Neurobiology
Kimberly Anderson	Professor	Chemical & Materials Eng.
Donald Frazier	Professor Emeritus	Physiology
Peter Hardy	Research Assistant Professor	Anatomy and Neurobiology
Lu-Yuan Lee	Professor	Physiology
David Powell (adjunct)	MR Physicist & Sys. Admin.	MRISC
David Randall	Professor	Physiology
Keith Rouch	Professor	Mechanical Engineering
Robert Shapiro	Professor	Kinesiology & Health Prom.
Charles Smith	Professor	Neurology
Janet Walker	Associate Professor	Orthopedic Surgery
Joseph Zwischenberger	Professor	Surgery

C. Affiliated Faculty. Numerous affiliated faculty members holding primary appointments outside the Center participate in various ways in its academic and research programs. These affiliations will remain unchanged by transfer of the Center, and the future status of these appointments will be determined at the discretion of the Center's faculty.

[3] Reporting Relationship

The Center will be administratively located in the College of Engineering. The Director will report to the Dean of Engineering. The Dean will perform the biennial evaluations of the Director. The Center will be co-equal with Departments in terms of access to College resources and voting privileges. The Director will be co-equal with Department Chairs in terms of access to the Dean and voting privileges on the Department Chairs Team. The Dean may consult with deans and other center directors and unit chairs with whom the Director has ongoing administrative and/or research interaction as part of the evaluation process of the Director and will follow pertinent Administrative Regulations with regard to such an evaluation.

[4] Appointment, Promotion, and Tenure

As per the Administrative Regulations, dossiers of the Center's faculty may be reviewed by either the Biological Sciences or Engineering and Physical Sciences Academic Area Advisory Committee. After transfer to the College, the Center's faculty will retain the option for review by either committee. The multidisciplinary character of the Center's faculty activities (including teaching, research funding, and publications) merits special attention during merit evaluations and consideration for advancement. This issue is addressed further in Addendum 1.

[5] Programs, Curricula, and Teaching

The Center will continue to award the same M.S. and Ph.D. degrees that it currently awards. The Professional Master of Biomedical Engineering (P.B.M.E.) program, even though approved, has not been offered because of insufficient university- or college-level support. The College will need to determine whether to allocate resources to appropriately launch the P.B.M.E. program or integrate parts of it with the BS/MBA program.

In recognition of the multidisciplinary nature of the Center, the College agrees to accept the current requirements for these degrees as appropriate and complete. Any changes in these requirements must either originate within the Center or through a general change in College

policy that is applied uniformly to all units of the College. If needed, acceptability of the current curriculum to any bodies having jurisdiction over College curricular matters must be documented in writing before this agreement can be implemented.

The Center will have an academic research training orientation with full authority over its curricula. The Director will make teaching assignments for faculty who hold primary appointments in the Center. Because of the research orientation of the Center, the typical teaching load may be less than in College departments that also support undergraduate programs. Teaching loads for Center faculty will range from one to two courses per academic year. The Director will consult with the Dean and make every effort to work collaboratively on the development of a teaching schedule that meets the needs of the graduate and undergraduate programs that make use of the College's courses. Because establishing an undergraduate biomedical engineering program is not desirable or practical at this time, the Director will work with the Chairs of the College's departments to explore potential ways of implementing an undergraduate certificate program in biomedical engineering. A faculty member having his/her primary appointment in the Center shall not be required to teach more than the equivalent of one semester-length course below the 500-level every two years.

[6] Biomedical Engineering Graduate Students

The Center's Director of Graduate Studies will make recommendations to the Dean of the Graduate School for admission of students to the master's and doctoral programs of the Center. The Director is responsible for identifying resources to support these students. With regard to privileges and responsibilities within the University and the College, graduate students in the Center will be considered the same as other graduate students in the College. The University of Kentucky Chapter of the Biomedical Engineering Society will be represented on the Engineering Student Council equally with the other student honorary and professional societies or organizations within the College.

[7] Staffing and Management

The Center will maintain its current staffing and internal administrative structure. The Center will have full access to the College's infrastructure, including the offices of Advancement, Communications, Engineering Career Services, Engineering Computing Services, and Grants. The Center's staff will be represented on the Staff Council.

[8] Fiscal Arrangement

The Center will develop a budget, and the Director will have responsibility for the expenditure of funds from this budget. The Center's budget will be part of the College's budget. Compensation for faculty and staff in the Center will be brought into alignment with the salary structure for the College within two years. Increases in state funds for salaries made available to the College will be shared with the Center as part of the merit evaluation process for all faculty members and the performance evaluation process for all staff members. Other state-funded increases will be shared in proportion to the number of full-time faculty in tenured or tenure-eligible series in the Center and the College. Decreases in state funding will be shared proportionately.

Salary reimbursement funds generated by primary faculty in the Center will be assigned to the Director. Salary reimbursement funds generated by faculty with joint appointments in the Center will be assigned to the Director in proportion to the percentage of base salary funded by the Center.

Research Incentive Awards based on contract and grant activity and which are provided by the Office of the Vice President for Research will be allocated directly to the Center as is currently done. The Director will retain discretion to use these funds to enhance research activities in the Center. The Director will have the option to forego use of incentive funds for Wethington Awards even if the College elects to give such awards and vice versa.

Endowment and other gift funds will remain under control of the Center Director. The Center's faculty and students will be eligible to benefit from advancement activities resulting in generation of new funds for biomedical engineering activities.

[9] Service Responsibilities

Faculty of the Center will participate, at a fair and equitable level commensurate with tenure status, in committee assignments and other service activities, as designated by the Director and Dean. The Center will have representation co-equal with the College departments on the Department Chairs Team, Faculty Advisory Council, Safety Committee, Graduate Education Team, and Research Team.

[10] Space

Current physical resources are an impediment to productivity and growth of the Center. Modern research space and access to animal and clinical research facilities are requisite for sustaining and growing the Center. As shown in Addendum 2, the 5th floor of the Robotics and Manufacturing Building (RMB) will serve as the new home of the Center. The physical relocation may occur in phases as the existing space is vacated and renovated to have appropriate infrastructure, including water, gas and vacuum lines, fume hoods, network connections, and safety showers. Center faculty will continue to use lab space in the Wenner-Gren complex until renovations are funded and completed, which is expected to occur within three years. Because certain types of human subjects research are not practical in RMB, a first-floor space (~120 sq.ft.) in the Whalen Building will be made available for such activities, along with two parking spaces for the medical monitor and human subject. If junior faculty are approaching the end of their probationary period when the physical move begins, their relocation may be delayed to prevent disruption of ongoing research at that critical time.

[11] Future Recruitments and Expansion of the Center

Considering that expansion of biomedical engineering activities is a major motivating factor for transfer of the Center to the College, growth of the Center can undoubtedly drive this result. The Dean and Associate Dean for Research of the College will work with the Director and Chairs of all College Departments to explore creation of new lines and future joint appointments for faculty involved in biomedical applications of engineering principles. The Director and Associate Dean for Research will work with chairs and associate deans for research in other colleges to explore leveraging of funds through joint appointments to further expand the Center's faculty.

David Puleo, Ph.D.
Director, Center for Biomedical Engineering

Date

Jeannine Blackwell, Ph.D.
Dean, The Graduate School

Date

Thomas Lester, Ph..D.
Dean, College of Engineering

Date

Kumble Subbaswamy, Ph.D.
Provost

Date

Brothers, Sheila C

From: Puleo, David A
Sent: Wednesday, March 10, 2010 4:27 PM
To: Brothers, Sheila C; Blackwell, Jeannine; Randall, David C
Cc: Lester, Thomas W
Subject: Graduate Center for Biomedical Engineering MOU

This message confirms that the faculty of the Center for Biomedical Engineering approved the MOU regarding transfer of the Center and its graduate programs from the Graduate School to the College of Engineering.

Dave

****
Dave Puleo
Center for Biomedical Engineering
University of Kentucky
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puleo@uky.edu
****

Brothers, Sheila C

From: Thomas Lester [lester@engr.uky.edu]
Sent: Thursday, March 11, 2010 4:38 PM
To: Brothers, Sheila C
Cc: Blackwell, Jeannine; Puleo, David A; Randall, David C
Subject: RE: Graduate Center for Biomedical Engineering MOU

Sheila-please accept this in place of my signature on the MoU under consideration. The engineering faculty have voted affirmatively with more than a two-thirds majority, as required by College By-laws) to accept the MoU.

Tom Lester

Addendum 1

Appointment, Promotion, and Tenure

The multidisciplinary activities in the Center, which are also at the heart of the field of biomedical engineering, presents challenges to application of rigid metrics often found in traditional organizational structures. These issues can arise during appointment, promotion, and tenure considerations. College metrics for evaluation can serve as a foundation, but these criteria must implemented in a flexible way to encompass biomedical engineering activities and expectations that are consistent with nationwide endeavors in this field.

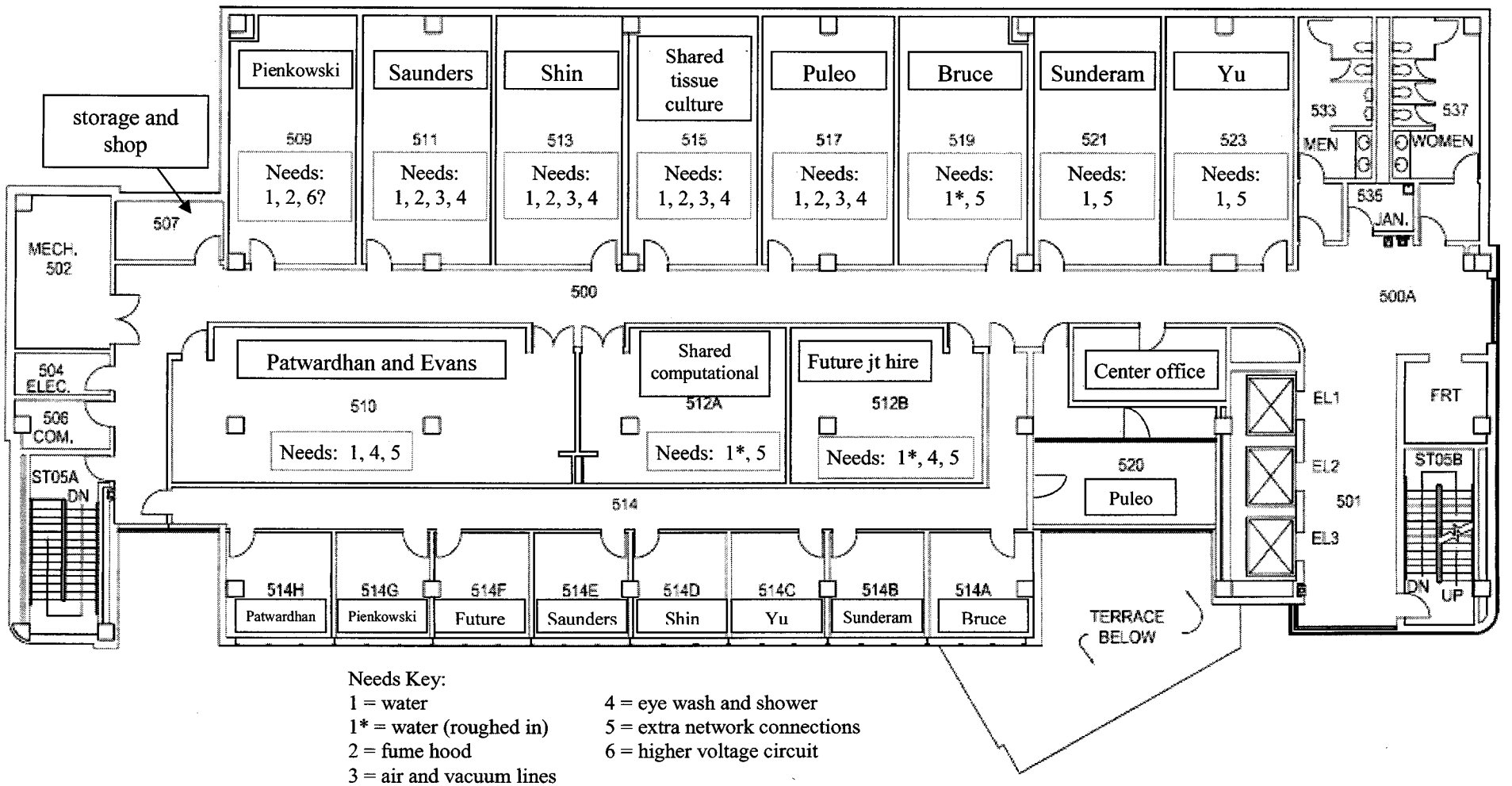
The biomedical nature of research conducted by Center faculty frequently leads to publications in scholarly journals that would be considered "non-engineering". As such, papers appearing in journals appropriate to a particular specialty area must carry as much weight as those in "engineering journals".

The collaborative research in which Center faculty commonly participate can present questions of "ownership" of the project. Although funding agencies are increasingly recognizing multiple principal investigators, not all allow such designations. "Credit" must be given for collaborative participation in acquisition of extramural grants.

As a graduate program, the Center seeks to expand its base of graduate students pursuing advanced degrees in biomedical engineering. To facilitate research projects, however, postdoctoral scholars are a significant feature of biomedical research. Training of postdocs must be appropriately weighed in evaluation and advancement considerations.

Addendum 2

Space Plan for 5th Floor of RMB



Needs Key:

1 = water
1* = water (roughed in)
2 = fume hood
3 = air and vacuum lines
4 = eye wash and shower
5 = extra network connections
6 = higher voltage circuit

CENTER FOR BIOMEDICAL ENGINEERING

Room 19, Wenner-Gren Research Lab

Minutes of the February 1, 2010
Faculty Meeting

Present: Eugene Bruce, Abhijit Patwardhan, David Pienkowski, David Puleo, Marnie Saunders, Hainsworth Shin, Guoqiang Yu, and Sue Mills (staff).

The meeting was called to order at 2:05 p.m. by David Puleo.

1. Approval of Minutes

   Abhijit Patwardhan made a motion to accept the Minutes from the December 7, 2009, as distributed to the faculty meeting group prior to today's meeting and corrected (misspellings of two names). Eugene Bruce seconded. The meeting minutes were unanimously accepted as corrected.

2. Reports

   a. DGS

      Abhijit Patwardhan discussed the current number of BME student applications received to date for the 2010 fall semester. He reported that there are 29 applications. Of these, 11 are being routed, 5 are circulating among BME faculty, and 6 will soon be completed. He is concerned that the numbers are low in comparison to those at this time last year. He said that he will obtain statistics for the two periods and get back to everyone with the numbers. He suggested that a brainstorming session may be needed to discuss other recruiting strategies. He noted that he and Becky Hisel sent a recent mailing to many schools with bioengineering departments in an attempt to increase BME's visibility. Puleo remarked that he feels that visibility is the number one issue for successful recruiting and the web page is a huge marketing tool for students. He suggested that everyone be as interactive as possible with adding updates related to their research and news on their web pages. Sunderam noted compatibility problems between the CBME website and many internet browsers. Puleo noted that a re-design of the CBME website is probably needed since it has been several years since BoxLake designed the current one.

   b. Students

      In lieu of the student report (representative not present), Hainsworth Shin reported that he has been the Center's liaison for the 2010 College of Engineering E-day activities that are to be held on Saturday, February 20. He announced that CBME will have 8 tables available in FPAT (Anderson Tower) in the CoE complex for each of our labs to display research/set up a demonstration. He said that our students have assured him that they will organize everything. He also noted that this year's E-day will have an invited speaker (video game designer) that all of the students are excited about. Puleo reminded everyone to keep the display content simple and basic because of the variety of the attendees. In response to questions about the current IRB policy regarding the use of demonstrations

on self/volunteers attending E-day, Shin said that he will check with Research Integrity for the current rule and let everyone know.

3. Other Business

a. MOU between CBME and CoE

Puleo followed up on a potential move forward in the MOU between CBME and CoE. He discussed developments since the decision by BME faculty to table the vote approximately 3 months ago because of a concern with the available space for human subjects research in RMB. He reiterated that that first partial/temporary solution was a small storage room for Guoqiang Yu's instrument located on the 3rd floor in Kentucky Clinic. Puleo said that he and Yu subsequently met with Dean Lester in December to discuss Yu's concerns about finding space suitable to perform his clinical studies' human subjects measurements. It was discussed with Lester the need for easy access and available parking. He said that Lester told them about the possibility of a suitable 1st floor space in the Whalen Transportation Research Building located on South Limestone with an adjacent parking lot. Puleo reported that through an arrangement by Lester, Yu viewed the Whalen Building space for its suitability for the studies. It was noted that the space would be a viable solution because it would accommodate most of the needs of the studies' human subjects. Even though on the first floor, however, the subjects must walk up a couple stairs, which may be problematic for some studies in the future. Dean Lester is working with the Provost's Office regarding two parking spaces for the subjects and medical monitor. The MOU was modified to reflect these developments.

Puleo reported that Dean Blackwell requested the MOU be amended to also reflect the transfer of the Center's degree programs from the Graduate School to the College of Engineering along with the Center.

Puleo asked the group for additional comments/discussion about the MOU and whether it should move forward to the colleges, senate, and Provost. Without further discussion, Pienkowski moved to approve the MOU with the amendments. Sunderam seconded. It was a unanimous decision with 8 Yea (show of hands)/0 Nay votes.

b. Transfer of CBME and its Graduate Degree programs to CoE

Puleo announced a separate action item of explicit approval for transfer of CBME and its graduate programs to CoE. Without additional discussion, Pienkowski moved to approve the transfer of CBME and its graduate programs to CoE. Yu seconded. It was a unanimous decision with 8 Yea (show of hands)/0 Nay votes.

Puleo stated that he will let the deans know of the unanimous approval of CBME's transfer/relocation to CoE so that Dean Blackwell can schedule a meeting of the Graduate School faculty and Dean Lester can schedule a meeting of the College of Engineerin gfaculty. Puleo will also inform the Center's secondary faculty know that we approved the transfer and to ask for their consultation/vote.

c. Strategic Plan

Puleo briefly discussed the Center's 2009-2014 Strategic Plan document that previously sent by e-mail, modified, and distributed as a handout. Dean Blackwell asked for more quantitative metrics, which were reflected in the revised version. He asked if there were any comments now, but said that we would address the issue over the next month. Saunders asked if our plan should be routed through Engineering rather than the Graduate School. Puleo responded that until at least July 1, 2010, the Center is still under the Graduate School, but he plans to present a future draft to Engineering. In the meantime, he will send an electronic version of the document to everyone.

d. Proposal for new Course: BME 790

Puleo reported that a new course BME 790 (Research in Biomedical Engineering) is being proposed after periodically seeing a need over the years. The course would facilitate our Ph.D. students maintaining full-time status by taking research credits when the remainder of the course work recommended by their advisory committees has essentially been completed. The variable credit course would be comparable to BME 768 for M.S. students. He noted that all the traditional engineering programs have similar courses and some require it as part of their doctoral curriculum. Patwardhan moved to approve the proposal for new course BME 790. Pienkowski seconded. It was a unanimous vote (8-0). Puleo stated that he will complete the paperwork and move it through.

e. Pre-qualifying Residency – 36 Credit Hours of Graduate Coursework within 5 Yr of Entry

Puleo reported that the doctoral student pre-qualifying residency requirement has changed. Effective fall 2008, doctoral students no longer have to follow Models I, II and III. Now the policy states that students must complete 36 credit hours of graduate coursework within five years of entry into the doctoral program. Faculty were recommended to read the policy in its entirety, which is on page 51 of the Graduate Bulletin (Spring 2010 – Part 1 General Information). Puleo suggested to Patwardhan that we revaluate the Center's policies for Ph.D. students to make sure they are consistent with the revised requirement and be sure they state a required minimum of 36 credit hours is needed for pre-qualifying residency.

f. H1B – Prevailing Wage Determination and Site Visits

Puleo reported that the Office of International Affairs recently distributed information to UK departments that presently have H-1B employees to notify them of the U.S. government's plans to make unannounced site visits to every H-1B petitioning organization at least once as part of the H-1B Administrative Site Visit Verification Program. The purpose of the site visit is to inspect the worksite to determine where the site is a legitimate business, whether the H-1B signor works there, and to make sure that the job title, duties and location of the H-1B worker agrees with the facts in the H-1B petition. He noted that it will not be known when the Site Inspector will arrive or which H-1B employees will be interviewed. He asked everyone with an H-1B postdoc scholar to be aware of a possible visit and follow the established UK protocol if visited. He also mentioned that anyone planning to hire an H-1B employee should be aware that it will take longer to complete the petition process. The Application Prevailing Wage

Determination for H-1B wages will be submitted to Washington, DC, instead of Frankfort, Kentucky, and move through postal mail instead of express mail.

Other Business - Not on the Agenda

Patwardhan, on behalf of Joyce Evans, mentioned that Evans would like everyone to consider the purchase of an AED (automated external defibrillator) for use within the Center, in particular for research projects involving human subjects. She said that we are the only UK building that is part of the Medical Center that does not already have one. Ideally, the costs of the item would be shared among the different users. This would be discussed by appropriate investigators outside the meeting.

Meeting Adjourned at 3:38 p.m.

Minutes taken and submitted by Sue Mills.

UNIVERSITY OF KENTUCKY

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February 9, 2010

MEMORANDUM

To: Jeannine Blackwell, Ph.D.
Dean, The Graduate School

From: David Puleo, Ph.D.
Director, Center for Biomedical Engineering

Re: Vote of secondary faculty regarding transfer to CoE

During the week of February 1, 2009, I consulted faculty with secondary or adjunct appointments in the Center about transfer of the unit from The Graduate School to the College of Engineering. These faculty are listed below.

Anders Andersen	Research Assoc. Professor	Anatomy and Neurobiology
Kimberly Anderson	Professor	Chemical & Materials Eng.
Donald Frazier	Professor Emeritus	Physiology
Peter Hardy	Research Assistant Professor	Anatomy and Neurobiology
Lu-Yuan Lee	Professor	Physiology
David Powell (adjunct)	MR Physicist & Sys. Admin.	MRISC
David Randall	Professor	Physiology
Keith Rouch	Professor	Mechanical Engineering
Robert Shapiro	Professor	Kinesiology & Health Prom.
Charles Smith	Professor	Neurology
Janet Walker	Associate Professor	Orthopedic Surgery
Joseph Zwischenberger	Professor	Surgery

They were provided the most recent version of our Memorandum of Understanding. I offered to schedule a meeting of the secondary faculty, but because of logistical problems, a vote was conducted by e-mail. Of the 12 faculty contacted, 9 responded with a vote in support of the transfer, 1 abstained, and 2 did not respond. Several also sent comments, mostly words of encouragement.

An Equal Opportunity University

Nikou, Roshan

From: [Resource, GS Survey3]
Sent: Wednesday, February 10, 2010 1:11 PM
To: Blackwell, Jeannine
Subject: vote online for relocation of BME - deadline Feb. 17
Attachments: MOU - CBME-CoE_v7.doc; 2010_FEBRUARY_Minutes_CBME_Faculty-unofficial[1].pdf

Dear faculty members in the Patterson School, the Martin School, and the Center for Biomedical Engineering,

Please use the link below to place your vote.
http://www.research.uky.edu/gs/graduateschoolreports/surveys/GSFaculty/eciaai0ed2ckg6bqjawo.htm

Thank you!

(on behalf of)
Jeannine Blackwell
Dean of the Graduate School
Associate Provost for Academic Administration
University of Kentucky
102 Gillis Building
Lexington, KY 40506-0033
blackwell@uky.edu

From: Blackwell, Jeannine
Sent: Wednesday, February 10, 2010 11:37 AM
Subject: vote online for relocation of BME

Dear faculty members in the Patterson School, the Martin School, and the Center for Biomedical Engineering,

Because of a very low response rate to our invitation to attend a meeting to consider the relocation of the Graduate center for Biomedical Engineering, I am canceling our planned live meeting to discuss this move, which was scheduled for this afternoon.

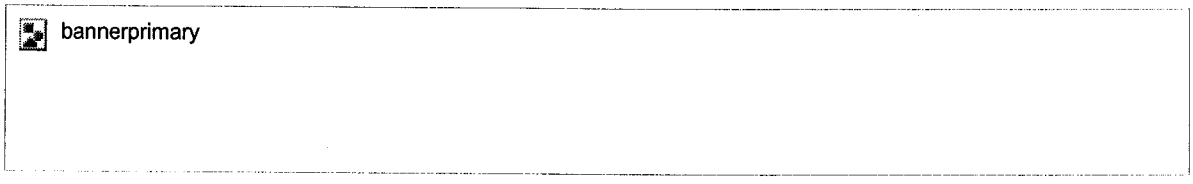
Instead, we will have a vote on this relocation via a SNAP survey, which will be sent to you via email later today or tomorrow. Please respond to this survey Wednesday, February 17, 2010.

I have attached the Memo of Understanding associated with this move, as well as the unofficial minutes of the faculty meeting of the CBME at which the faculty approved the move.

If you have any questions about the relocation or other issues, please feel free to ask either me or Dave Puleo, Director of the CBME.

Thank you!

Jeannine Blackwell
Dean of the Graduate School
Associate Provost for Academic Administration
University of Kentucky
102 Gillis Building
Lexington, KY 40506-0033



Graduate School Faculty Survey

The Core Faculty of the Graduate Center for Biomedical Engineering voted at a faculty meeting on February 1, 2010 to approve a relocation of the Center and its degree programs to the College of Engineering, from the Graduate School, effective July 1, 2010. Attached to your email is the Memo of Understanding between CBME and the College of Engineering, which has been scrutinized by the Dean. The secondary and affiliated faculty and the Graduate Faculty will also be consulted in this process.

The faculty of the Center and Schools under the Graduate School are now asked to respond to this proposal, after an informational meeting of the faculty, and after reading the MOU.

Please submit your vote by February 17.

I agree that the Biomedical Engineering program should be moved from the Graduate School to the College of Engineering.

11 Yes, I (92%)agree	0 No, I do not (0%)agree.	1 (8%)No opinion

If you have questions, please contact gsreports@email.uky.edu.

You must click the submit button. Otherwise, your information will be lost.

Thank you for your time and input.

Nikou, Roshan

Subject: FW: Biomedical Engineering
Attachments: faculty meeting minutes 2-2010.pdf

From: Mary Watts [mailto:mwatts@engr.uky.edu]
Sent: Wednesday, February 24, 2010 2:41 PM
To: Blackwell, Jeannine
Subject: Fw: Biomedical Engineering

Dean Blackwell:

Attached are the minutes of the February 22nd Engineering faculty meeting at which the College of Engineering faculty approved the transfer of the Graduate Center for Biomedical Engineering to the College of Engineering.

Mary

Mary Watts
Assistant to Dean Thomas Lester
College of Engineering
357 Ralph G. Anderson Building
University of Kentucky
Lexington, KY 40506-0503
mwatts@engr.uky.edu
(859) 257-4597 (phone)

----- Forwarded by Mary Watts/Admin/COE on 02/24/2010 02:30 PM -----

Thomas Lester <lester@engr.uky.edu>

02/22/2010 03:29 PM

To swamy@email.uky.edu, bkaclwell@uky.edu
cc mwatts@engr.uky.edu
Subject Biomedical Engineering

Swamy and Jeannine:

I am happy to report that the College of Engineering faculty approved the transfer of the Graduate Center for Biomedical Engineering to the College of Engineering this afternoon. I felt a bit like I was trying to pass health care reform, and there was an amendment attached to the motion that the Dean of Engineering would find suitable facilities for those faculty who will be relocated to make way for the physical move of BME. As you can appreciate, the entire process of moving BME to engineering will entail a series of other moves as well, and it's not yet entirely clear where the displaced faculty will eventually end up, but accommodate them I will. Dave Puleo was at the meeting and was very helpful in clarifying some of the space and historical issues.

I'll be forwarding the minutes of the meeting along with the appropriate attachments in a few days.

Thanks to you both for your support.

Tom

COLLEGE OF ENGINEERING
FACULTY MEETING

Minutes
February 22, 2010

A meeting of the faculty was held on Monday, February 22, 2010 in Room 323 Center for Robotics and Manufacturing Systems (CRMS) Building. Dean Lester called the meeting to order at 1:35 p.m. Faculty present: Y.T. Cheng, K. Anderson, Z. Hilt, R. Eitel, L. Holloway, F. Badurdeen, I.S. Jawahir, B. Young, T. Henninger, D. Sekulic, M. Qiu, Y. Zhang, J. Li, S. Stephens, S. Bailey, B. Seales, R. Sweigard, K. Calvert, D. Kalika, H. Gesund, G. Blandford, K. Tagavi, J. Crabtree, E. Grulke, R. Hannemann, I. St. Omer, B. Walcott, C. Trinkle, S. Ningileri, D. Bhattacharyya, T. Dziubla, B. Hinds, K. Rouch, D. Colliver, S. Shearer, J. Parker, J. Jaromczyk, D. Puleo, T. Lester. Excused Absence: J.K. Lumpp, S. Smith. Mary Watts attended as Secretary of the Faculty.

Introduction of New Faculty

Department chairs were asked to introduce new faculty in their respective departments. A welcome goes out to:

Mechanical Engineering
Dr. Sean Bailey, Assistant Professor
Dr. Tom Henninger, Lecturer
Mr. Bill Young, Lecturer

Recognition of Recent Administrative Appointment

Dean Lester recognized one new administrative appointment.

Dr. Joe Crabtree, Director of the Kentucky Transportation Center (KTC)

Recognition of Recipients of Recent Awards

Several faculty were recognized for awards recently received.

Dr. I. S. Jawahir and colleagues in sustainable manufacturing - who will receive a $1.5M NIST contract award.

Dr. Rodney Andrews, Director of CAER - who will receive $11.8M in NIST funding, to be matched with $3M in state funds, to expand physical labs at CAER to allow the state to move ahead with the creation of the new battery research center.

Dr. Suzanne Smith of ME and Dr. Janet Lumpp of ECE - who will lead the NASA EPSCoR state wide grant.

Dr. Jerzy Jaromczyk of CS - who has been chosen as the 2009-2010 Ken Freedman Outstanding Faculty Advisor through the UK Advising Network.

Dr. Jerzy Jaromczyk of CS - who advised/coached a team of three COE students in the International Collegiate Programming Contest held this month in Harbin, China.

Administrative Transfer of Biomedical Engineering to College of Engineering

Dean Lester gave a brief background on the proposed administrative transfer of Biomedical Engineering to the College of Engineering. The Center for Biomedical Engineering (BME) was created in 1985 under the Vice President for Research and was later transferred to the Graduate School when graduate programs were required to be under a Dean. The administrative move of Biomedical Engineering to the College of Engineering has been under discussion for several years. On February 1, 2010, a Memorandum of Understanding (MOU) pertinent to the transfer was approved by the faculty of Biomedical Engineering. This MOU was distributed to the faculty in the College of Engineering (COE) on February 10, 2010 with the agenda for the February 22 COE faculty meeting. Dean Lester stated the administrative change is expected to be effective July 1, 2010. BME will occupy offices and labs on the fifth floor of the Center for Robotics and Manufacturing Systems (CRMS) Building. It will take approximately three years to complete the move as some rooms need to be remodeled to add fume hoods, etc. With Provost support, clinical space has been arranged in the Sam Whalen Building for one BME faculty member with nearby reserved parking for patients. Dean Lester indicated a salary comparison of UK BME faculty had been done with BME faculty at other universities and with Provost support equity adjustments would be given to UK BME faculty at next general raise. No undergraduate BME degree is planned and BME will retain its identity as a Graduate Center. Dr. Holloway asked why a physical move from Wenner Gren was needed since COE faculty were being displaced. Dean Lester responded that the Medical Center wants to renovate and use Wenner Gren but that eventually the building will be demolished. Dr. St. Omer expressed concern that there was nothing in writing about where displaced COE faculty would be relocated. Dr. Sekulic asked that the same metrics for research space be applied to both BME and COE faculty. Dr. Grulke responded that the research space allocation plan would apply to all faculty and that the metrics would include publications, degree productivity, dollars brought in, F&A return, etc. Dr. Calvert stated that CS faculty located in the Hardymon Building would still need space for office hours in a central location - currently that office space is on the fifth floor of CRMS. Dean Lester agreed that office space would be provided.

Dean Lester asked for a motion to approve the Memorandum of Understanding. Dr. Gesund moved that this faculty endorse the proposed move of the Center for Biomedical Engineering to the College of Engineering, and approve the accompanying Memorandum of Understanding. Dr. Grulke seconded the motion. Dr. St. Omer offered a friendly amendment to the motion to adopt the Memorandum of Understanding and that adequate provision with

funding to relocate College of Engineering faculty being displaced by the move for equivalent facility before the Biomedical Engineering move is completed. This was seconded by Dr. Bhattacharyya.

Dean Lester asked for a vote on the friendly amendment to the motion. By a show of hands it was passed with no opposition.

Dean Lester asked for a vote on the motion as amended. By a show of hands it was passed with no opposition.

** * * * * *

The meeting adjourned at 2:40 p.m.

(t:meetings\faculty meeting minutes 2-2010.wpd)

Report on the Graduate Faculty meeting of Biomedical Engineering

Held March 2, 2010, 4 pm

The Dean of the Graduate School convened a meeting of appointed Graduate Faculty in the BME degree programs on March 2, 2010. Of the 19 appointed UK graduate faculty members, 4 attended this meeting. All in attendance were core faculty members who are in unanimous support of the relocation. Attendees attributed this lack of attendance to major overlap of the core faculty and the secondary appointed faculty with Graduate Faculty membership. The two faculty groups have already had an opportunity to review the relocation and vote on it. Below I have indicated the appointment status of these faculty members.

After this meeting, the Dean emailed all graduate faculty members again, soliciting any further input (copy of email follows). There were no responses to this email.

Jeannine Blackwell
March 4, 2010.

Graduate Faculty members (primary and secondary, full and associate):

Bruce, Eugene N., Ph.D.	Core faculty	
Cassidy, Ryan C., M.D.		Orthopaedic Surgery
Hardy, Peter A., Ph.D.		Anatomy
Knapp, Charles F., Ph.D.	Core faculty	Retired
Kudrimoti, Mahesh R., M.D.		Radiation Medicine
Lai-Fook, Stephen J., Ph.D.	Core faculty	Retired
Malluche, Hartmut H., M.D.		Nephrology
Milbrandt, Todd A., M.D.		Orthopaedic Surgery
Patwardhan, Abhijit A., Ph.D.	Core faculty	
Pienkowski, David, Ph.D.	Core faculty	
Pollock, Richard A., M.D.		Plastic Surgery
Powell, David K., PhD	Secondary appt	
Puleo, David A., Ph.D.	Core faculty	
Saunders, Marnie M., Ph.D.	Core faculty	
Shin, Hainsworth Y., Ph.D.	Core faculty	
Smith, Charles D., M.D.	Secondary appt	
Walker, Janet L., M.D.	Secondary appt	
Yu, Guoqiang, Ph.D.	Core faculty	
Zwischenberger, Joseph B., M.D.	Secondary appt	

Nikou, Roshan

From: Blackwell, Jeannine
Sent: Tuesday, March 02, 2010 5:18 PM
To: Nikou, Roshan; Bruce, Eugene; Cassidy, R C; Hardy, Peter A; Knapp, Charles F; Kudrimoti, Mahesh; Lai-Fook, Stephen J; Malluche, Hartmut H; Milbrandt, Todd A; Patwardhan, Abhijit; Pienkowski, David; Pollock, Richard A; Powell, David; Puleo, David A; Saunders, Marnie M; Shaffer, William O; Shin, Hainsworth Y; Smith, Charles D; 'jwalker@shrinenet.org'; Yu, Guoqiang; Zwischenberger, Jay
Subject: RE: today's meeting Graduate Faculty in BME

Dear Graduate Faculty members in Biomedical Engineering:

Because of poor attendance at today's meeting of the Graduate faculty of the programs in Biomedical Engineering, I would like to give you one more opportunity to review and react to the proposed relocation of the center and its programs to the College of Engineering. I understand that most of you have had an opportunity to respond and vote on this proposal in other meetings.

If you have reservations, concerns, or questions about this relocation please contact me within the next 48 hours via email.

Thank you!

Jeannine Blackwell
Dean of the Graduate School
Associate Provost for Academic Administration
University of Kentucky
102 Gillis Building
Lexington, KY 40506-0033
blackwell@uky.edu