College of Science, Technology, Engineering and Mathematics (STEM)
Memorandum

Date: April 24, 2009

To: Program Review Committee

From: Richard Rothaupt, Dean, College of Science, Technology, Engineering and Mathematics

Subject: Program Director’s, Department Chair’s, and Dean’s responses to the Planning and Review Committee’s (PRC) consultant’s report for the B.S. Packaging

Below are the recommendations that were made in the PRC consultant’s report for the B.S. Packaging program, and responses to those recommendations from the program director, department chair, and dean.

Recommendation for the Program Director
1. The Program Director and faculty should continue to explore opportunities for updating labs, laboratory equipment, computer resources, and software. Industry support has been good, and hopefully can continue to be supportive. Work intensely with the Program Advisory Board to develop a capital campaign.

Response from the Program Director
1. The program has very good relationships with industry and support has continued in spite of the setbacks related to staffing. The Packaging Capital Campaign needs to be revitalized and it is believed that this will also happen when the program is fully staffed.

Recommendations for the Department Chair
1. Monitor and assist in every way possible implementation of the Staffing Action Plan.
2. The chair should continue to explore opportunities for updating labs, laboratory equipment, computer resources, and software out of available department funding as well as any additional sources.

Responses from the Department Chair
1. The search for packaging discipline faculty continues to date. The search committee has made recommendations on two initial job offers. There is still one candidate coming to campus in May for a job interview, and may be extended another position offer, with additional position allocation from the Chancellor. One of the job offers, to an individual with a Ph.D., has been verbally accepted, and the other has not been negotiated yet, pending approval of the ES form.
2. Regarding the lab equipment for the packaging lab, once the faculty situation is stabilized, we will complete the lab master plans for these areas. These master plans, being done for all 28 Engineering & Technology lab areas, include a focus on lab sponsorship, and future efforts will develop these partnerships for a continuing funding source of lab equipment replenishment, upgrading and training.
Recommendations for the Dean

1. Monitor and assist in every way possible implementation of the Staffing Action Plan. This may include faculty development efforts for degree-completion or research release, or other efforts to secure a stable staffing of highly qualified instructors.

2. The Dean should continue to explore opportunities for updating labs, laboratory equipment, computer resources, and software out of available college funding as well as any additional sources; collaborate with and support the capital campaign.

Responses from the Dean

1. The Dean’s Offices in CTEM and CSTEM have been very active in recruiting and retention efforts for faculty in the Packaging area. College and University funds have been allocated to increase salaries to help recruit highly qualified faculty. The college has a policy to provide for additional funds for tuition reimbursement beyond what is provided through the Provost’s Office for faculty who are required to complete a higher degree for tenure or for coursework/training related to their discipline. CSTEM is following a staffing action plan that will hopefully alleviate the current staffing problems. Releases for research are not a standard policy of the university and are decided on an individual and project evaluation. Faculty are always able to use grants or industry funds to provide themselves release for research.

2. The Packaging program is very good at getting industry support for equipment, computers and software. The program also has available to them capital equipment funds available through the Engineering and Technology Department. Always, there is greater demand than funds available to support the 28 high technology laboratories in the department, but the department seems to have an equitable system to distribute the money. The Packaging program did begin a Capital Campaign with the UW-Stout Foundation, but that lost headway a number of years ago and never reached its goal. I believe with a stable faculty we will again see an increase in funds available to the program.