



*Policy approved by Jeffrey M. Forbes  
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The **Policy** is to:

- 1) Accept eight project proposals based on **technical content**.
- 2) **Funding**: Student teams receive a minimum of \$5000 for their project.
- 3) **Prioritize** projects on **committed** funding and down select to eight funded projects. The prioritization will be finalized by August 15 of each year and follows this listing:
  - a) Industry/external funded at \$20,000/\$35,000 have highest priority.
  - b) Faculty sponsoring a project as part of externally-funded research must provide speed type and commit \$5000 and any additionally needed funds.
  - c) Faculty sponsoring a project considered as seed research for a future proposal will be co-funded by the department: AES seed funding \$2500 (fixed); Faculty funding \$2500. The faculty member is responsible for additional funding needs. Requires funding approval by the Chair.
  - d) Projects directed at a specific national competition within the AY timeframe that should increase department visibility and reputation may petition to be funded at fixed level of \$5000. If research efforts are part of the project then the project becomes a faculty sponsored project and will be funded as a 3-c) project. Requires approval by the Chair.
  - e) Non-funded projects are kept for “emergency” situation if not enough funded projects become available.
  - f) Only one project can be accepted by any single customer unless an insufficient number of projects are available. Customers must prioritize their project proposals.
- 4) **Early team formation**: Teams that form ahead of senior year shall form teams not larger than M/10 where M is the number of registered junior students of that semester. No guarantee is given to any team which forms in Spring, or Summer, that the CC, PAB, and Chair will approve the development of an adopted design project at the beginning of the Fall semester (see Syllabus)!
- 5) A **waitlist** will be established for funded project proposals according to priorities set in this AES Department Policy. At the date of transfer of funds to the department and the project paperwork a project will move up the waitlist to below the last fully funded project.

All cases require **specific Boundary Conditions**:

- 1) Total program **transparency** to all the AES faculty members.
- 2) Each faculty member who becomes a customer for a senior design project must **acknowledge** to research granting **agencies or industries** the **contributions** of the students, the team advising PAB members, and any other faculty making a significant contribution to the project.
- 3) In any **publications** or research **proposals** with results from a senior design project the faculty customer shall acknowledge those faculty members who provided substantive contributions to the success of the project.
- 4) Contributing PAB members shall be appropriately recognized in departmental evaluations. Evaluations shall **not unilaterally favor** the sole faculty customer.
- 5) Each PAB member shall be advised to keep a **PAB-logbook** on all significant advising contributions.
- 6) The **RFP** for Senior Design projects will be published on <http://aesseniordesign.ning.com>.