

To: CSM Electorate

Members of the CSM College Council:

**Dean:** Gerald Intemann; **Associate Dean:** Katherine Denniston; **Biology:** Sarah Haines, Vonnie Shields; **Chemistry:** Ryan Casey, Tim Dwyer; **Computer Science:** Songchul Hong, Rajesh Srivastava; **Mathematics:** Honi Bamberger, Wei Sun; **Physics, Astronomy, & Geosciences:** Steve Lev, Vera Smolyaninova; **At Large:** Howard Kaplon (MATH), Jay Nelson (BIOL); **Students:** To be determined

CSM Department Chairs

CSM Secretaries - Please post one copy

Member-at-Large of the University Senate: Debra Berlanstein (Library)

## **MINUTES OF THE CSM COLLEGE COUNCIL MEETING**

May 6, 2005

The CSM College Council met in SM 306, at 1:30 PM., Tim Dwyer, Council Chair presiding.

**Attendance:** Casey, Denniston, Dwyer, Haines, Hong, Intemann, Johnson, Kaplon, Lev, Nelson, Sandifer, Shields, Smolyaninova, Srivastava, Sun, Tse, Wang

**Notified Chair of Absence:** Bamberger, Johnson

**Guests:** Sam Houston

1. The Minutes of the April 1 meeting were approved as submitted
2. Announcements from the Dean
  - Department of Chemistry has received an implementation grant for a Masters of Science in Forensic Science
  - Upcoming renovations
    - Four Chemistry labs (2 analytical, 2 forensic)
    - SM 420 and research space on the fourth floor of Smith Hall
    - Creation of classrooms in the first floor of 7800 York Road
  - All 12 faculty searches in CSM were successful this year
  - According to the Senate, academic departments must develop guidelines for workload by end of Fall 2005, including levels of scholarship required for 6, 7 and 8 course loads.
  - AY 2005-2006 budget:
    - The budget will generally be flat
    - COLA of 1.8%
    - Merit pool of 2.5%
    - Not likely to have any new PINs for faculty or staff

3. Announcements from the Council Chair:
  - No additional progress on electronic elections
4. Discussion with Sam Houston, IT Committee
  - There is a revised strategic plan
    - Includes support for nonstandard platforms and software
  - The Committee indicated support for Smart Classrooms
  - There is a meeting scheduled between OTS and lab managers later in May.
    - There is an operations center staffed with higher level technical support staff that can provide a higher level of support
  - The University IT committee is currently rewriting the computer acceptance document
  - Print management will now be addressed by individual departments and will not be covered by a University-wide policy
5. Potential agenda items for AY 05-06
  - Acquisition of a field station
  - College Curriculum Committee
    - There are 6 positions but 5 departments in the College. How should the 6<sup>th</sup> position be filled?
    - Should there be an appeals process for curriculum issues?
  - There needs to be mention in the College Constitution of requirements for quorum in committees (especially Promotion and Tenure and Curriculum Committees)
  - Develop ways to facilitate collaborations with the surrounding community
  - Obtain status reports from CSM departments
6. Election of new CSM College Council officers:
  - Recording Secretary: Ryan Casey
  - Corresponding Secretary: Vonnie Shields
  - Vice Chair: Howard Kaplon
  - Chair: Tim Dwyer

The meeting was adjourned at 2:45 PM.

Respectfully submitted,

Ryan Casey, Recording Secretary  
CSM College Council