

To: FCSM Electorate

Members of the FCSM College Council

Acting Dean: David Vanko; **Acting Associate Dean:** Howard Kaplon; **Biological Sciences:** Sarah Haines, Harald Beck; **Chemistry:** Alan Pribula, Ryan Sours; **Computer Science:** Yuanqiong Wang, Siddarth Kaza; **Mathematics:** Honi Bamberger, Gail Kaplan; **Physics, Astronomy, & Geosciences:** Rajeswari Kolagani, Phuoc Ha; **At Large:** Brian Fath (Biological Sciences), James Saunders (MB3); **Students:** A. Mickey Dehn (Graduate Student), Derek Morgan (Undergraduate Student)

FCSM Department Chairs

FCSM Secretaries – Please post one copy

Member-at-Large of the University Senate: Jay Zimmerman, Mathematics

MINUTES OF THE FCSM COLLEGE COUNCIL MEETING

November 13, 2009

The FCSM College Council met in Smith Hall, room 306, at 1:30 p.m.; Ryan Sours, Chairperson presiding.

Attendance: Howard Kaplon, Sarah Haines, Harald Beck, Alan Pribula, Ryan Sours, Siddarth Kaza, Honi Bamberger, Gail Kaplan, Rajeswari Kolagani, Phuoc Ha, Brian Fath, James Saunders, A. Mickey Dehn

Absent: David Vanko, Yuanqiong Wang– notified Council in advance; Derek Morgan

1. Meeting called to order at 1:30 p.m. by Chair, Ryan Sours.
2. Minutes from the October 09, 2009 meeting were unanimously approved.
3. Announcements from Acting Dean, David Vanko - communicated by Howard Kaplon
 - a) New Programs:
 - BS in IT. **Approved** by BOR Ed Policy Committee on 11/11; now goes to BOR and MHEC
 - BTPS in Construction Technology. Continuing to work on this fall, for the School of Emerging Technology. Articulation with community college programs.
 - TU Field Station in Monkton. **Don Forester** to serve as TU's first Director; activities have begun; spring 2010 grand opening – Saturday, April 17, 2009 from 12pm-4pm.
 - b) Budget:
 - More budget cuts have been made: another substantial portion of our original travel budget was cut earlier this week
 - Travel funds are severely limited – only the most compelling travel requests will be funded. **Grant-funded travel is not affected!** Get grants.
 - Dean's Office Holiday Party to be discontinued
 - Next year, deeper cuts are anticipated: plan for "vertical cuts" to be instituted, not just across-the-board "horizontal cuts." Remember:
 - Protect our revenue generators
 - Nurture our principal programs
 - Protect faculty positions
 - Consider elimination of nonessential operations IF they save \$\$\$
 - Consider mergers

- Here is a running list of cost-cutting measures that the FCSM has taken:
 - 1- Observation of a staff freeze and faculty/staff furloughs
 - 2- Cuts in approved travel
 - 3- Fall forum – reduced costs for food
 - 4- Dean’s office holiday party – canceled
 - 5- FCSM newsletter – print version in black and white only
 - 6- Honors convocation – reduced costs for food
 - 7- Contingency funds – reduced and reassigned to the travel budget to offset some of the cuts
- c) Smith Hall renovation:
 - Nov. 16th meeting with Dr. Sours, Dr. Vanko, and facilities personnel
 - January 6th, 2010 – interviews of consultants who are bidding on the consulting contract.
- d) Grants activity:
 - Since July 1, 2009, FCSM has already received notification of over \$3M in external grants (handout)
 - Since July 1, 2009, FCSM has already proposed over \$6M of new projects (handout)
- 4. Announcements from College Council Chair, Ryan Sours
 - a) Provost Marcia G. Welsh has been formally invited to attend a College Council meeting at her earliest availability.
 - b) David Vanko, Ryan Sours, and Kris Phillips will meet on Nov 16 to discuss the Smith Hall Expansion and Renovation Plan (Part 1).
- 5. Old Business – Collection of faculty scholarly productivity data for FCSM
 - a) Ryan Sours proposed guidelines to standardize the scholarship section of the annual report (AR Part I, Section III). This would fulfill a measure passed by the Council in February 2006 to implement a system for collection of publication and presentation data at the college level, while eliminating redundancy of information submission. Departments would be responsible for submitting these data to the Dean’s office for compilation. The data would be published on the university website thus enhancing TU’s reputation for scholarship and consequently assisting in grant attainment.
 - b) Selected Comments:
 - Point: Instituting a mandatory format for the scholarship section of the AR is micromanagement. Counterpoint: The proposed guidelines are only intended to give structure to the AR and to standardize the format so compilation of the data is more efficient.
 - Publications “in print”, curriculum written, posters presented, and workshops given should all be included.
 - Including articles that have been rejected or returned for revision is not beneficial.
 - Having to highlight the geographic level at which presentations are given (e.g. local, regional, national, international) sends a conflicting message: this is a comprehensive university, but with the expectations of a research intensive university.
 - c) Alan Pribula motioned to adopt the proposed guidelines in spirit with the intent of establishing a subcommittee to modify the guidelines in accordance with the opinions expressed by the Council. Twelve voted in favor and one opposed the motion. Sarah Haines (chair), Harald Beck, Phuoc Ha, and Siddharth Kaza will serve on the subcommittee.
- 6. New Business
 - a) Ryan Sours proposed that the poster printers currently housed in Biology, MB3, and PAGS be kept in a central location to increase access to all FCSM departments.

Selected Comments:

- Jim Saunders communicated that the MB3 poster printer is available to all. The MB3 administrative assistant is also available to assist anyone who needs help using the printer. MB3 has the budget to provide the ink and paper, in anticipation of continued financial support from the Dean's office.
 - There is no available room to centralize the printers. Additionally, if they are centralized to one room, this may actually decrease access.
 - The issue is that departments without poster printers may not know that they are available for their use in other departments. College Council representatives should communicate to their departments where available printers are located.
- b) If there are topics you would like the College Council to address, please convey them to an executive committee member prior to the first Friday of the month. The executive committee will determine which topics are within the Council's purview to address.
- c) Gail Kaplan proposed that FCSM provide new faculty with a Promotion and Tenure (P&T) binder and a brief orientation on the documentation they should be accumulating.

Comments:

- Orientation to the documentation requirements for the P&T binder is needed, but this responsibility lies at the department level, not the college level.
 - The concern is valid and Council representatives should communicate this to their departments.
- d) Brian Fath communicated that a survey will be distributed to FCSM faculty regarding adequacy of the services received from the Office of Technology Services (OTS). Concerns have been raised that FCSM has different computing needs than other colleges, but OTS support has been insufficient.

The meeting was adjourned at 3:00pm.

Respectfully submitted by A. Mickey Dehn, 2009-2010 Recording Secretary