

To: CSM Electorate

Members of the CSM College Council:

**Dean:** Gerald Intemann; **Associate Dean:** Katherine Denniston; **Biology:** Sarah Haines, Vonnice Shields; **Chemistry:** Ryan Casey, Tim Dwyer; **Computer Science:** Songchul Hong, Rajesh Srivastava; **Mathematics:** Wei Sun, Xiaoyin Wang; **Physics, Astronomy, & Geosciences:** Steve Lev, Cody Sandifer; **At Large:** Howard Kaplon (MATH), Jay Nelson (BIOL); **Students:** Tory Johnson (BIOL), Steve Tse (CHEM)

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

March 4, 2005

The CSM College Council met in ST 312, at 1:30 PM., Tim Dwyer, Council Chair presiding.

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

**Notified Chair of Absence:** Sun

**Absent:**

**Guests:** Alex Storrs

1. The Minutes of the Feb. 4 meeting were approved as submitted.
2. Announcements from the Dean
  - A new REU was awarded from NSF for Materials Science
  - Several proposals for professional masters were submitted to USM as part of a package being submitted to the Sloan Foundation. These include programs in Materials Science, Forensic Science, Molecular Conservation, Financial Mathematics and Risk Assessment
  - Towson is entering a new capital campaign, currently in the silent phase and expected to be announced to the general public in Fall 06. Jeff Pierce is the development liaison for CSM and CHP. Bob Skinner is the director of corporate relations and both are expected to be involved in efforts related to our college.
  - There is a new Provost's Forum message board on the Provost's website (<http://wwwnew.towson.edu/provost/>).
  - CSM students represented Towson University at the Annapolis Student Research Days where students present their research to state legislators
  - Twelve faculty searches are occurring this year in CSM. Four have already been completed.

3. Announcements from the Associate Dean
  - Approximately \$45,000 in faculty development travel funds have been awarded to 50 CSM faculty this year
  - \$18,000 in travel and research funds are available for undergraduates through CSM. The deadline to apply for summer funds is April 15.
  - The university also has \$25,000 to support undergraduate research, which is administered separately from the CSM funds.
4. Announcements from the Council Chair:
  - Talks with OTS are in progress to determine how electronic elections may be handled in terms of maintenance of the server and software used for elections.
5. Discussion of facilities issues, presented by Steve Lev.
  - It is currently not possible to tell where requests are in the work control system. Would like to develop an online status site to allow for tracking of work requests.
  - Suggest developing an electronic bulletin board for posting infrastructure issues. This could help facilities personnel with troubleshooting building-wide issues.
  - Response time to requests is currently slow
  - Costs for work are often elevated due to the regular practice of scheduling work after hours for overtime.
  - Steve Lev agreed to work on developing the bulletin board
  - The Dean will call Dennis Bohlayer about tracking work requests.
6. Discussion of proposed changes to Ch. 3 Part IV of the Faculty Handbook
  - The role of advising in evaluating faculty performance has been expanded
  - The legal standing of the document has been improved
  - The CSM College Council suggests that department Chairs be involved in Rank and PRTM Committees as *ex officio* members. The proposed document does not clarify whether Chairs are prohibited from participating in these committees altogether or prohibited from voting on these committees.

The meeting was adjourned at 3:00 PM.

Respectfully submitted,

Ryan Casey, Recording Secretary  
CSM College Council