Natural Sciences Chairs Council

August 10th, 2016

1:00pm – 3:00pm, BI-104

In Attendance: P. Williams, R. Smith, K. Shaw, M. Schultz, D. Maynard, P. Dixon, C. Stanton, B. Stanley, S. McGill, M. Chao, B. Haddock

1. Approval of Minutes for July 8th and June 8th, 2016

- Approved as distributed.

1. Informational Items:

A) Announcements by Chairs

- This is Mary Anne’s last department chairs meeting, she gave her thanks to everyone.

-Parking lot E will be closed next week for new construction.

B) Announcements from administration

- Dimitri Tamalis will begin as chair for Health Science and Human Ecology on September 1st.

- James Pelley, the equipment technician, started on August 1st. His email is now established, but requests for equipment repairs should still be routed through the department chair or the department ASC.

3) Discussion Items:

A) Facilities (Jenny Sorenson)

- She will be the point of contact for any facilities questions and concerns. If safety equipment or any other CNS facility malfunctions come up, contact Jenny directly.

- December 29th, 30th, and 31st there will be a major power outage on campus. Facilities is in the process of contacting those who will be impacted so that the least amount of disruption will occur. A brief discussion followed.

B) ITS/Admin rights (David Nimri, Gerard Au, Sam Sudhakar, Javier Torner, Joel Fite)

- Local administrator access opens up our machines to vulnerabilities. Users running actively as administrators pose security risks. As a result of a Chancellor's Office audit finding, ITS is attempting to mitigate the risks. ITS will be working with department chairs/faculty on an individual basis if needed, this will not be a one fix-for-all change in administrator access. A case-by-case basis will be used. A discussion followed.

 - A “science research zone” or a “segregated network” could be implemented for CNS students to learn how to combat computer vulnerabilities without actually putting university networks at risk. (Physics, Comp Sci, etc.) A discussion followed.

 - Web Design – as soon as the CNS page is done the department pages can be completed. This transition is a great opportunity to look at the content of the CNS webpage in order to re-evaluate college priorities and provided updated information.

 - NSF Grant: $1.5 million in order to create a separate 10 gig grid network from the university network, to create small pods of 10 gig network to facilitate research, and to create a high performance computing network for research. If any faculty members have a letter of support for the grant, submit to Javier Torner to be included in the grant as soon as possible.

C) Scheduling update (Peter Williams)

 - Fall quarter 2016 we are 89% of target. There is one more SOAR date on August 20th. A representative from each department should be at this August 20th SOAR event.

 - Peter disseminated a document for bottleneck courses as of August 10th, 2016.

 - Winter – Schedule is built and registration will start October 31st.

 - Spring 2017– Peter put together draft targets that were circulated to the department chairs. Department chairs should let Peter know, by September 1st, if the numbers should be modified.

D) Retreat updates

- Lab coordination – a reminder to submit reports, to the dean, about how lab coordination credit is assigned, by September 1st.

 - Strategic Plan (Dave Maynard) – Dave circulated a document that showed a way to in which strategic planning, including, priority of strategic plan goals, timelines, and costs, might be approached. A committee is being formed to address this project. Department chairs should submit candidates to Dave Maynard by September 1st.

 - A reminder to monitor low enrollment classes and determine whether they can be cancelled or combined.

- Website (Dave Maynard) - new webpage is smart phone accessible. Department chairs should respond to Dave’s email about editing the description of degree programs by August 30th.

 - by August 15th, please let the dean know who needs administrator rights on computers for chairs and staff members.

E) Graduation Rate Initiative

- Some handouts were provided regarding the Chancellor’s Office Graduation Rate Initiative.

- Each campus may submit five proposals focusing on programs that have been proven to increase student success to the Chancellor’s Office. These proposals are due on August 19th. A total of 16 proposals will be selected will be selected to be presented in September at a conference.

- A campus student success plan pursuant to AB 1602 is to be submitted by September 2nd. If you have anything you think should be considered by the campus, please send your ideas to the dean ASAP.

4) Other:

- Peter met with several students who wish to file a great grievance but for which the deadline has passed. The students claim the deadline passed because it was not properly communicated to them. Chairs meeting with students disputing their grade should let them know that filing a grade grievance is a possibility and make the student aware of the policy and deadlines.

- The dean asked for department chair feedback on the format of the convocation. If you have any suggestions, please let the dean know.