Natural Sciences Chairs Council

February 2, 2020

1:00pm – 3:00pm, BI-104

In Attendance: S. Pantula, S. McGill, K. Cousins, H. Qiao, T. Burch, B. Haddock, J. Torner, T. Valencia, L. Guzman, J. Fischer-Smith, D. Rinebolt, R. Hernandez

1. **Approval of Minutes for January 22, 2020**
2. **Informational Items**
	1. Announcements by chairs
* In Dr. Maynard’s absence, Dr. Pantula reported the candidate for the Statistics position in the math department has accepted the offer. Campus interviews for the candidates for the Math Ed position are being scheduled now. The candidates for the Algebra position have not been scheduled yet for their campus visits. He also announced that the search for the chair position will be an internal search. The committee has been formed and the process is beginning.
* In Dr. Maynard’s absence, Dr. Pantula reported that the geology department will have three candidates coming to campus at the end of the month.
* Dr. Torner reported that the physics department will have 5 candidates coming to campus this month.
* Dr. Cousins reported that OSR has received only a few applications. As a result, they are extending the deadline to submit applications.
* Dr. Cousins also reported that the chemistry department is now embarking on their 2nd position search.
* Mr. Fischer-Smith reminded chairs of the Sweet Success event that will take place this coming Wednesday. He will send a list of the students who have received the scholarships and the donors for each department.
* Dr. Haddock reported the kinesiology department has begun the process of hiring a faculty member to be assigned to the Palm Desert Campus. He will submit the paperwork to Dean Pantula today to start the process.
* Dr. Burch reported that the nursing department has finished their Zoom interviews and have begun to start scheduling campus visits.
* Dr. Guzman reported that staff have moved offices recently. STEM counselors are now in TC 29. HPAC is now in TC 30. TO-145 which use to house the STEM counselors now houses the PAC counselors and the advising staff.
* Dr. Cousins asked Dr. Guzman if she knew whether the funding would still continue for the faculty Q2S advisors as the need will continue to exist even after semesters begins. Dr. Guzman said she did not know if it would continue.
* Dr. Guzman also spoke about the need to create 5 year and 6 year plans for student who are unable to complete on a 4 year plan. These should be sent to the University’s Advising and Academic Services office.
* Dr. Guzman mentioned that she would like faculty representation on CNS’s Student Success Team, to help shape the advising plan going forward. This team meets monthly.
* Dr. Qiao reported that the computer science department has completed the interviews for the Computer Engineering position. She also reported the ABET report has been submitted.
* Ms. Valencia mentioned that mid-year budget projections are due to the Provost by the end of February. She will work with department ASCs on this.
* Dr. Rizzo announced the health science department has begun their on campus visits with candidates. The first Environmental Health position candidate is on campus today. Dr. Rizzo also announced they have 4 qualified candidates for the department chair position and will begin their Zoom interviews soon.
	1. Announcements from administration
* Dr. Pantula reported that the college has received 4 TRC awards. One was awarded to the biology department and 3 were awarded to the nursing department.
* Dr. Pantula also reported that MaryAnn Schultz and Angie Fangonil-Gagalang are being honored by the Association of California Nurse Leaders at the annual meeting being held in Rancho Mirage on February 11th.
* Dr. Pantula remarked to the chairs that he has seen a lot of sabbatical requests from the departments and wanted to make sure the departments were going have the necessary resources and funding to accommodate the requests.
* Dr. Pantula informed the chairs that the Provost will be making scheduled visits to the chairs meeting each quarter. She will also be meeting with the staff.
* Dr. Pantula encouraged the departments to apply for the VETI grants. He reported that it is possible to get partial funding and directed them to talk to Ms. Valencia with any questions they might have about that.
* Dr. Pantula asked the chairs to update their plan for the next few years. The deadline for this information to be submitted to the dean is February 20th. Things to be considered:
	+ How many positions to be hired over the next 3 years, in the order of priority
	+ 2-3 one-time items you would like with one-time funding
	+ 1 item you would like to have permanent funding
* Dr. Pantula informed the chairs that Diane Podolske will be sending out surveys to the chairs concerning the career readiness for each major.
* Mr. Hernandez reported that the ballots have been counted and this year’s outstanding alumnus will be Dr. Paul Naik. He will be recognized at commencement which will be Saturday, June 13th at 6 p.m.
* Dr. McGill informed the chairs of important dates in the immediate future. February 7th workload assignments for the spring quarter are due and it is also the deadline to submit requests for non-standard time blocks for the Fall 2020 semester. She also reminded them that February 10th priority registration begins for the Spring Qtr.
* Dr. McGill reported that she is still working on setting policy limits on banking units.
* Dr. McGill also announced that the university is planning on moving forward with the plan concerning large lecture guidelines that she shared with the chairs at the last meeting.
* Dr. McGill projected the updated application forms for the outstanding faculty/lecturer awards. Minor changes were suggested to each form, so Ms. Rinebolt will make those changes and be sending the forms out to the faculty and lecturers with a February 27th submission deadline.