Natural Sciences Chairs Council

March 6, 2019

12:00pm – 2:00pm, BI-104

In Attendance: S. Pantula, S. McGill, P. Dixon, S. McMurran, B. Haddock, K. Cousins, H. Qiao, M. Chao, C. Davis, T. Burch, D. Maynard, D. Rinebolt

1. Office of Student Research (Dr. Christina Hassija)
2. Dr. Hassija distributed a handout detailing OSR activity across campus. CNS was a major supporter of the program.
3. Dr. Hassija informed chairs of a new program being offered at CSUSB. It is entitled STEM en Famila Summer Program. July 15th through July 22nd CSUSB will host RCC students for a group based summer research opportunity. There are 10 faculty positions available and Dr. Hassija requested that chairs reach out to their faculty to see who might be interested in participating. The deadline for submitting their application is Friday, March 7th by midnight.
4. Dr. Hassija also spoke about two new programs they have, the outstanding graduate student and the outstanding undergraduate student.
5. Dr. Hassija spoke of the upcoming deadlines for a couple of their programs. March 8th is the deadline for applications for assigned time grants, the faculty research and creative activities mentor award and the Meeting of the Minds presenter abstracts. March 20th is the deadline for the ASI student research and travel grants. Dr. Dixon suggested that the assigned time application be moved to the fall quarter so that departments can plan teaching assignments more effectively.
6. Office of Alumni Relations (Crystal Wymer-Lucero)
7. A handout was distributed listing alumni who have volunteered to serve as professor for a day. The goal of the alumni office is to get students connected with alumni.
8. Approval of Minutes
	1. Minutes of the February 6th meeting were approved.
9. Informational Items
	1. Announcements by chairs
* Dr. Chao reported that Biology had submitted files to Faculty Affairs for 2 candidates they hope to hire.
* Dr. Pantula asked Dr. Chao, about a speaking engagement taking place this evening at the San Bernardino Public Library. Dr. Chao will join speakers from Loma Linda University for a panel discussion on the book, “[The Immortal Life of Henrietta Lacks](https://www.amazon.com/Immortal-Life-Henrietta-Lacks/dp/1400052181).” The panel will discuss the biological and ethical ramifications of gene research and what happened to Henrietta Lacks, a poor black tobacco farmer whose cells—taken without her knowledge in 1951—became one of the most important tools in medicine, vital for developing the polio vaccine, cloning, gene mapping, and more.
* Dr. Burch reported that she has been extremely busy recently. The nursing department held their white coat ceremony last week. She just returned from Thailand and will be traveling with 4 students and another faculty member to South Korea at the end of the month.
* Dr. Cousins reported that the chemistry department recently had an outside speaker from Northwestern University, Dr. Steven Lopez. She also reported that there was going to be a S-STEM open house on Saturday, March 9th.
* Dr. Dixon asked Dr. Pantula about PRISM money. He wanted to know if it could be held until fall quarter. Dr. Pantula said he was open to that.
* Dr. Haddock reported that kinesiology had submitted three files for candidates to Faculty Affairs.
* Dr. Maynard reported that geology was currently working on the rock shed cleaning it up and organizing things. He also reported that there will be about 600 high school students on campus on March 26 for the “ReachOut” Health Professions conference.
	1. Announcements by administration
* Dr. Pantula announced that Dr. McGill and Dr. Chao have submitted an 8 million dollar proposal to NIH for renovation of the Animal House and the construction of biomedical faculty research labs.
* Dr. Pantula spoke to chairs about holding office hours in the Coyote Commons. The Commons has set aside the hours of 2 to 5 p.m. for faculty to be able to meet with students. Dr. Pantula requested that the chairs encourage faculty to participate in this program. He requested that the faculty let Dr. McGill know if they are interested in participating.
* Dr. McGill reported that open enrollment began yesterday. Currently the college is at 100% of target and the university is at 91% of target.
* Dr. McGill distributed a handout detailing unsuccessful enrollment attempts. A discussion ensued concerning the offering of more classes over the summer session. Dr. McMurran pointed out she doesn’t have enough faculty to offer more classes. The discussion then revolved around the prorating of summer school salary based on enrollment. Dr. Pantula said that some colleges were offering a way to support faculty with low enrollment in other ways to compensate them.
* Dr. Maynard reported that he had sent an email out earlier detailing the Coyote Connect event. It detailed which rooms had been scheduled for each department.
* Dr. Maynard spoke to the chairs about the need to develop a class for incoming freshmen to help prepare them for college life. He asked them to speak to their faculty to see if any faculty are interested in developing and teaching this course.
* Dr. Maynard reported that VP Ahmed has indicated that he would like to raise the amount due for a registration hold. Currently if a student owes $50 there is a hold put on their account that keeps them from being able to register. VP Ahmed would like to raise that balance due to $1,000.
* Dr. Pantula inquired of the chairs concerning their procedures for hiring part-time faculty. Of particular interest was whether or not they had a committee who made the decision to hire part-time lecturers or whether the chair made that decision. The FAM states that each department should have a committee – to review applications for new part-time lecturers - either a part-time hiring committee or an agreement to use the DEC for this purpose. Dr. Haddock reported that kinesiology faculty said they did not want a committee, they wanted the chair to handle hiring. Dr. Chao suggested if the FAM does state that there should be a committee, we should try and get that changed as it is too restrictive. Many times hiring is done at the last minute and having to coordinate with a committee would make meeting the deadline impossible. Chairs may take this up with the Faculty Senate to revise FAM so that they are not in violation of FAM.
* Dr. Pantula spoke to the chairs about expanding their searches. He stressed the importance of increasing the diversity in our searches. We need larger, more diverse pools both for tenure track hiring as well as for nontenure track faculty. Please pay attention to diversity in hiring staff and advisors also.