Natural Sciences Chairs Council

May 15, 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, T. Valencia, J. Fischer-Smith, Provost McMahan, Associate Provost Yildirim

1. Provost McMahan
* Provost spoke to the chairs about wanting their input on the college/university relationship and how things are being handled. She wanted to stress that her office is very interested in open communication and cooperation in reaching our mutual goals. Meetings will be held for department chairs to express their cares and concerns with the provost and associate provost. The first meeting is scheduled for May 22nd and chairs should RSVP to Heather Lint (x75421). Dr. Dixon requested that meetings be held at different days and times so that there is some flexibility for chairs to attend. Dr. Chao inquired about the urgent need for a new science building and if the university has acknowledged the need and elevated the request. The Provost responded that it has moved up the list.
1. Informational Items
	1. Announcement by Chairs
* Mr. Fischer-Smith reported that a survey had been sent out to faculty and they received only 19 responses. He asked for suggestions from the chairs to get more faculty to respond. Dr. Haddock suggested that Mr. Fischer-Smith attend the individual department meetings and reach out to faculty through the meetings.
* Mr. Fischer-Smith reported that scholarships are happening right now and the chairs should reach out to Kevin Shaw if they have any questions. Discussion ensued about problems with the current system. The suggestion was made that there be a meeting with financial aid prior to next year’s cycle to discuss a change to the process.
* Mr. Fischer-Smith reported that the Professor for the Day event was a huge success this year.
* Dr. Qiao reported that CSE had filled both positions they advertised for this year.
* Dr. Davis reported that the HSCI department had filled their positions too. She said they are still working on filling the vacant ASC position but hope to have that resolved soon.
* Dr. McMurran reported that the Zoom interviews that the math department held did not go well.
* Mr. Hernandez gave a report on the projects he is working on. He is busy creating social media accounts for the college and assisting the advising centers with marketing. Additionally he is preparing for the upcoming visit with the guest lecturer, Jim Gates.
* Dr. Maynard reported the first transfer SOAR will take place this coming Saturday. There was discussion about prepopulating MyCap but Dr. Cousins pointed out problems that could ensue from that.
* Tina Valencia reported that she is trying to wrap up the financial odds and ends for the year. She informed that chairs that beginning in July the timekeeping responsibility for the departments will move back to the individual departments.
* Dr. Haddock announced that Joe Liscano, the equipment specialist with the department will be retiring after 40+ years with the department.
* Dr. Chao reported that the Fehn scholarship was awarded last week.

b. Announcements by Administration

* Dr. Pantula reminded the chairs of the faculty/staff recognition events that will take place this week. He reported that only 38 publications were listed for our faculty for the past two years. He said he believed that was rather low given the number of faculty in the college. There was a survey sent out. Dr. Pantula asked the chairs to have their faculty list their publications and sent that back to Dorota. It will be an opportunity to showcase the faculty’s work.
* Dr. Pantula reminded the chairs that commencement is rapidly approaching. There are two things that need to be taken care of before the end of the quarter. One of those is the workload document. The second is a discussion about space. Every department will have at least one search for the upcoming year. Where are you going to put them? Also, he reminded the chairs to start working on their search committees.
* Dr. McGill reported that summer open enrollment begins May 23rd. Additionally, fall advising begins this week. Dr. McGill reminded the chairs that the SOAR spreadsheets need to be back by Friday and that the ASCs need to input the numbers.
* Dr. McGill reported that winter schedule build is taking place now. May 28th all rooms become available and June 3rd the optimizer will be run. Dr. McGill reminded the chairs that the new building will be available for winter quarter.