

**COLLEGE OF SCIENCE  
DEPARTMENT CHAIR'S MEETING  
November 19, 2007**

**DRAFT**

PRESENT:	Biological Sciences	Dr. Brooks Burr
	Chemistry & Biochemistry	Dr. Gary Kinsel
	Computer Science	Dr. Mehdi Zargham
	Fisheries	Dr. Chris Kohler
	Geology	Dr. Steve Esling
	Mathematics	Dr. Andrew Earnest
	Microbiology	Dr. Douglas Fix
	Physics	No Representative
	Plant Biology	Dr. Dale Vitt
	Wildlife	Dr. Eric Hellgren
	Zoology	Dr. William Muhlach
	Dean's Office	Dr. Jay Means, Dean; Dr. Laurie Achenbach, Interim Associate Dean; Ms. Julia Wetstein, Assistant Dean

Dr. Means convened the meeting at 3 p.m. The minutes from the October 15, 2007 meeting were distributed. No additions or amendments were made to the minutes.

The first agenda item was to recognize this year's accomplishments of faculty in grant activities and productivity, which surpasses previous years. (Handout #1) Another \$2 million is expected in November including a large grant in which Dr. Ken Anderson from Geology is involved; a collaboration with the College of Engineering. Another collaborative project, ADVANCE, is made up of a team from COS, School of Medicine, Agriculture and UWPA whose NSF proposal for \$1.6 million would be a grant to recruit and retain female faculty members in the aforementioned academic areas. The ADVANCE application is due on December 6, 2007.

### **Searches**

Dr. Means requested that a 30 minute interview be scheduled with him and any candidates for faculty positions in the COS. Chairs involved in ongoing searches were asked to give an update on progress toward completion. Geology has invited candidates to interview for the geo-physicist position and plans to invited candidates for the coal position in the Spring of 2008. Physics is searching for an optics position and an interim department chair. Mathematics has a small pool for a math education position. However, there are some very good candidates in the pool. Dr. Earnest will submit a request to interview on November 20, 2007. Zoology has three searches ongoing. The fish physiology position will start interviews after Thanksgiving break. The other two positions, limnology will be advertised soon; and parasitology, a Faculty Hiring Initiative position, has been advertised, but no interviews have been scheduled, yet. The Dean will reopen a search to fill the position of Associate Dean for Research and Graduate Affairs. He requested input from the chairs to draft the qualifications for this posting with a goal of filling the permanent position by Fall of 2008.

Dr. Means commented that the A21 reports on graduate assistants and faculty looked good. But, the grant reports need more work and should be signed-off on by the P.I.s. Dr. Kinsel asked the Dean to provide a list which Dr. Means agreed to send to the Chairs.

Several new initiatives were discussed. The first is an outgrowth of our ecology group from Zoology, Plant Biology, Microbiology and the Dean's office. It will be a Non-RAMP proposal for the Southern Illinois Middle Mississippi Valley Ecology & Environmental Research (SIMVEER) Center. Discussions with the Provost have been positive and supportive. The goal is to move the proposal up through the university approval process and on to an appeal for a congressional funding initiative. A RAMP proposal is also being developed for a Ph.D. program in Geosciences and Biogeochemistry for FY10. The Ph.D. in Environment Research and Policy is interdisciplinary and housed in the Graduate School. The new Ph.D. will be under the auspices of the COS, allowing some limited participation from programs outside the COS.

The Dean's Council did meet this month. The new university cell phone regulations/policies were presented. The application to transfer responsibility of usage charges from SIU accounts to personal accounts was distributed (Handout # 2) If an employee can justify the need to make university business calls on their personal cell phones, there is a provision for support stipends of \$45 to \$65 per month. This stipend is considered a taxable benefit to the employee. Dr. Kohler asked if the stipends were to come from OTS funds or grants funds as they had been paid in the past. The Dean had no information from the Dean's Council concerning the source of cell phone stipends.

Handout # 3 contained categories for deferred maintenance, which Dr. Means noted to also include smart classroom enhancements and other teaching technology. Dr. Means distributed the ORDA survey (Handout #4) for the condition of our research spaces and asked chairs to complete the survey forms by November 23, according to ORDA's deadline.

An SIUC group is developing a new strategy/plan for Graduate Enrollment. These plans are to be comprehensive down to the department level of detail. The graphs included in Handout#5 show pools of applicants and capture rates for admitted and enrolled graduate students. One suggested strategy to increase the pool of enrolled students is to admit more of the applicants, with the clear understanding that admission does not obligate the University to provide financial support. Dr. Muhlach noted that Dr. David Wilson, Associate Dean and Director of the Graduate School, is conducting workshops for chairs the week of November 26, 2007.

Dr. Wilson also provided the College with a report of the University's capacity analysis, (Handout #6) to which the COS had contributed information. Wilson recommends an increase in the number of graduate assistants but does not offer an additional source of funds to cover the increased costs. A possible method to increase GA numbers is to rotate some current teaching assistants to grant accounts, thereby freeing more departmental funds for more GA lines. Dr. Means said he will not mandate increases in GA lines recommended by the report. However, Dr. Means encouraged the chairs to compete for graduate fellowships described in Handout # 7.

The SIUC Honor's program is searching for a new director and will be moving to a more centralized organization. Dr. Means is the co-chair of the search committee, along with Dr. Jim Allen. A position description was distributed (Handout# 8) and chairs were asked to nominate qualified persons for the position by responding to Tina Biggs in the Provost's Office.

The SIU Board of Trustees is likely to approve an increase in tuition as well as the increased fees requested in the Form 90s this fall. The Board will be asking the IBHE to approve a range of 9% to 13% increase.

The COS is now fully compliant with the State of Illinois Ethics Training for all state employees. Dr. Kinsel reported that he received feedback from faculty/staff that the training was not as useful this year as it was last year. The SIUC annual Performance Report has been compiled from campus-wide input, including the COS. The report was distributed to chairs (Handout#9). It was noted that the COS increase in research productivity will soon be at the level of, or surpass the level of SIUC School of Medicine. A report of research productivity will be due to ORDA after the first of the year in 2008. COS Enrollment for the Spring semester is on target compared to where we were at this point last year. Handout#10 shows Spring 08 enrollment down only 0.3% from last year.

Dr. Means distributed a request for proposals for SIUC Graduate Technology Enhancements Grants to be submitted to the OVCR by January 25, 2008. (Handouts #11 & 12). The REACH Proposal is also due on January 25<sup>th</sup>. Dr. Means said he was encouraged by the number of Faculty Seed Grant applications that were submitted this month. He suggested the Illinois Clean Coal Institute (ICCI) as a potential source of grant funds, and to consult with Dr. Steve Esling in Geology if interested in approaching ICCI.

Fundraising development activities are gaining momentum in the COS. George Cotton has been traveling and making contacts with major gift prospects. Mr. Cotton has a potential gift to Microbiology for \$50,000. He is also administering recurring scholarship funds from State Farm and Caterpillar. The Department of Plant Biology has a ROSE Fund program which Dr. Means said was a good model for other departments. Chemistry & Biochemistry is considering an Element Fund program. The fall telefund has raised approximately \$40,000 toward the goal of \$70,000 for this year. Calls to alumni will continue until the end of the semester.

Dr. Kinsel started a discussion concerning the possible loss of a staff person working at the SIUC Center for Environmental Health and Safety (CEHS) who has been very helpful to the COS in attaining compliance to OSHA and EPA regulations. The consensus of the group was to send a letter to the Provost stating the significant and critical contributions of this person, Ami Ruffing. Chairs can add their names to the undersigned letter to the Provost.

Dr. Muhlach asked Dr. Means if he had received any early indication of budget rescissions for the second half of this fiscal year. Dr. Means said that at this point, none had been mentioned in Deans' Council or by the Provost or Chancellor. Enrollment levels that are short of projections can call for rescissions. However, this year's enrollment was above that of last year. Thus, to date, the Colleges have not been asked to prepare for a budget cut.

Dr. Means gave an update on the status of chair's position in the Department of Physics. He has met with senior faculty and with the full faculty in the department. They are moving forward and acting in accordance with their departmental operating papers for the issues of selecting an interim chair, and eventually a new permanent chair.

After the productivity summaries are prepared, annual reviews of non-tenured faculty will occur in the Spring semester, as has been done in previous years.

Dr. Burr asked about the impression of SIUC to external entities after the findings and recommendations following the review of Dr. Glenn Poshard's doctoral dissertation and master's thesis. Dr. Means stated that the SIUC Board of Trustees has said that they support Poshard's continuation as President of the system. He also stated that the review committee has followed the code for students and acted accordingly. Dr. Means did not serve on the review committee. Adjourned at 3:50 pm