

**COLLEGE OF SCIENCES**  
**DEPARTMENT CHAIRS MEETING MINUTES**

**March 21, 2017**

9:30 – 11:00 AM, GMCS 602

**Participants**

- Chairs:  Leland Beck,  Allen Gontz,  Georg Matt,  Tod Reeder,  Allen Shafter,  Usha Sinha,  Mike O’Sullivan,  Bill Tong
- Department Representatives:  Fridolin Weber,  Bob Zeller
- Dean’s Office:  Cathie Atkins,  Tony Carrasco,  Douglas Deutschman,  Jasmine Henderson,  Stanley Maloy,  Julie Scalisi,  Emilio Ulloa,  
 Estralita Martin
- Visitors:  Chris Leong

Agenda Item	Topic	Report/Discussion	Action
<b>Announcements</b>	<i>CSU redesign with technology initiative (Atkins);</i>	The CoS has had excellent success with the CSU redesign with technology initiative. Seven projects have been funded at SDSU, with six of these in the CoS. Chemistry received five awards for redesign of numerous chemistry courses. This award has provided \$108K to support faculty release time, GA/TAs, and SI. The grant will allow faculty to incorporate flip design, which offers students videos to view prior to class therefore optimizing active learning in lectures. Faculty who received awards this round include: John Love (CHEM100), Chris Harrison (CHEM200), Greg Holland (CHEM200), Theresa Carlson (CHEM200), Mikael Bergdahl (CHEM232), Antoni Luque (MATH124).	
	<i>2017 Imperial Barrel Award (Gontz);</i>	A team of undergraduates and graduate students from Geology received first place in the 2017 Imperial Barrel Award Pacific Section competition. The team is headed to Houston, Texas on April 1 <sup>st</sup> to compete in the international competition.	Gontz will provide Maloy with a photo of the group for publicity.
<b>Computer services</b> (Chris Leong)	<i>Replacement services when Rohan retires; Password reset policy on SDSUid</i>	Chris Leong reported that the university will retire the current system Rohan on May 30. RohanCP will be used for web services and Edoras for class accounts. Chris and his staff will be available to assist with the transition from Rohan to the new database systems.  Several chairs asked for a recommendation for a program to safely store passwords. Chris “unofficially” suggested “Kee Pass” as an option.	Chris will create an list of officially recommended options.
<b>Summer courses</b> (Adkins)	<i>Promoting enrollment in summer courses; Course cost vs enrollment</i>	We are trying to increase enrollment in summer courses to reduce time to graduation, and provide more opportunities for access to required courses. However, because of financial constraints, courses with less than twenty enrollees are in jeopardy of being cancelled.  Cathie presented AVP Radmila Prislin with a list of recommended summer classes and the anticipated demographics of those who will enroll. Enrollment services will prepare targeted marketing messages will be created to advertise to students.	Adkins requested that department chairs send an email to their faculty asking them to encourage students to enroll in summer courses, and that faculty offer recommendations for summer courses to current students in their classes.

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<b>Current faculty searches</b>	<i>Updates from Department Chairs</i>	<p>Biology - Four searches are in progress and all are at various stages. Reeder is hopeful that the search for the Viromics Chair will be complete within the next two weeks. Negotiations with the Immunologist candidate are in progress. Two of the searches are off-schedule: Fred Henry Chair in BioSciences, and Cancer Biology.</p> <p>Chemistry - Currently negotiating with top candidate.</p> <p>Computer Science - Search for the department chair is in progress. Stanley has been negotiating with the candidate.</p> <p>Geology – Awaiting approval from AA to confer an offer.</p> <p>Mathematics &amp; Statistics - Candidate search for Mathematical Biology was successful and the new faculty member will begin in the fall. Data Science had two viable candidates however negotiations were unsuccessful, the search will continue next year.</p> <p>Psychology - Searches are completed.</p>	
<b>17-18 TT faculty requests</b>	<i>Revised form; Planning; Search committees, advertisements before summer</i>	<p>Stanley submitted the Chair’s comments for the revised form to AVP Radmila Prislín.</p> <p>We anticipate that once the college receives approval to submit TT faculty search requests that there will be a short turnaround. Considerations for TT faculty requests should be based upon criteria on new form.</p>	<p>Departments should begin planning for TT faculty requests immediately.</p> <p>Departments should identify search committees to prepare advertisements before summer.</p>
<b>International faculty recruitment</b>	<i>Elimination of accelerated H1b process</i>	<p>Likely to slow approval of H1b applications for international faculty, and this may delay final appointment of international faculty.</p>	
<b>Resources (Doug &amp; Tony)</b>		<p>Year-end budget deadlines are approaching this may cause delays in purchase orders.</p> <p>Academic Affairs is moving to an electronic ATF process. Training of coordinators is expected to take place in May. The Dean’s office resource staff is concerned that the new system will not be able to capture all of the information that the college needs. A shadow database system will be used until the new system is proven.</p> <p>Alma Escobedo, the CoS budget analyst has created a new faculty start-up template so departments can easily follow the available funds.</p> <p>Department coordinators are in the process of tracking state inventory. Chris Leong requested that all retired IT equipment be sent to his office before sending to surplus. They will wipe all hard drives prior to release of the equipment.</p>	
<b>Feedback on FAR</b>	<i>Input from Department chairs</i>	<p>We have received some comments, but would appreciate any additional comments to implement changes prior to the next Faculty Annual Report. Note that data from these reports is being used to determine Assigned Time for Research, and for publicity.</p>	<p>Please send suggestions to Doug Deutschman by April 7</p>

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<b>Grants</b>	<i>Needs and challenges</i>	<p>Stanley presented information on the number of CoS Submissions over the last several years. AVP Steve Welter has reported that our success rates for federal funding exceeds the national average.</p> <p>The initial budget proposal from the U.S. President recommends many cuts in federal funding. See the AAAS Guide to the President's Budget R&amp;D FY 2017  <a href="http://www.aaas.org/sites/default/files/AAAS%20R%26D%20Report%20FY17%20web.pdf">http://www.aaas.org/sites/default/files/AAAS%20R%26D%20Report%20FY17%20web.pdf</a></p>	
<b>Graduate programs</b>	<i>Sustainability planning</i>	AVP Steve Welter has initiated conversations with JDP directors to explore models to ensure sustainable support for our JDP programs.	
<b>IRA Proposals</b>	<i>Student Council has requested including a report on use of funds</i>	<p>Student Council is reviewing the \$20,000 IRA budget for CoS departments to make recommendations on distribution of the funds. Half of the funds typically go to support student travel for conferences. The remainder is used for departments and clubs based upon requests. The request form has been modified to show prior use of funds. Note that distribution of these resources can change, they are not simply based upon historical distribution.</p> <p>Several chairs noted that they do not get feedback on students supported for research experiences (including graduate students).</p>	<p>IRA Proposals due April 7.</p> <p>Assistant Dean Estralita Martin will send a report to departments on approved student travel requests.</p>
<b>Student success requests</b>	<i>Applications; Training sessions</i>	The CoS has had limited success competing for these student-led resources to support student success. We need to increase both the quality and quantity of proposals from our college. The most successful proposals were student-focused, and would impact substantial number of students (i.e. not only students in a particular lab or course).	Assistant Dean Estralita Martin will offer late Spring and early Fall workshops to enhance the quality and quantity of CoS applications. Please share with faculty, staff, and students
<b>Explore SDSU, Science Sampler, CMIL Day</b>	<i>Department info sessions; Participation</i>	<p>The Explore/Science Sampler/CMIL Open House events last weekend were very impressive, with large numbers of prospective students, families, and community members.</p> <p>Special thanks to the CoS faculty, staff, students, and friends of the university who volunteered to make these events such a success. CMIL Day had particularly impressive participation from faculty, staff, and student volunteers who put on this engaging, educational event.</p> <p>The success of these events, the image of the university, and the support for science depends upon faculty, staff, and student volunteers who worked in booths and demonstrations, and talked with visitors.</p>	<p>Need to review Information Sessions to meet prospective student demand, including adding an information session focused on Computer Science.</p> <p>In addition to the many event specific activities, it would be valuable to have more faculty and student researchers on campus and working in labs to demonstrate our vibrant research activity to visitors</p>

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<b>Commencement</b>	<i>Chair/Faculty/Staff participation</i>	Commencement is on Friday afternoon this year; Putting on this event requires a many people to coordinate, cue, and celebrate our graduates.	Please plan for staff to help with the event, and encourage faculty to participate.
<b>“Georgia Day”</b>	<i>April 24, 26 events</i>	Welcome event for visiting delegation on April 24, open to faculty and staff who have worked on the SDSU-Georgia project. On the afternoon of April 26 there will be a presentation by the Director of the National Museum of Georgia followed by a reception in the Library, open to room capacity. There will also be an exhibit on the country of Georgia in the library.	An RSVP request will be sent out prior to the event. Please encourage participation.
<b>University news</b>	<i>Updates</i>	<p>The Interim/President search is ongoing. Chancellor White has consulted with the Senate Executive Committee and others on campus for input on the search.</p> <p>SDSU has recently offered an alternative plan for Qualcomm stadium (<a href="http://www.kpbs.org/news/2017/mar/21/sdsu-seeks-buy-lease-qualcomm-stadium-property/">http://www.kpbs.org/news/2017/mar/21/sdsu-seeks-buy-lease-qualcomm-stadium-property/</a>)</p>	
<b>Reminders:</b>		<ul style="list-style-type: none"> <li>✦ Discovery Slam, <u>Today</u>, Wednesday 3/22 @ 5:00 pm in the BSC, Gold Auditorium.</li> <li>✦ CoS End of AY Reception, current faculty and staff at Scripps Cottage, Tuesday 5/4 from 2:30-4:00 PM</li> <li>✦ CoS Commencement Ceremony Friday, May 12 @ 3:00 PM</li> <li>✦ Please see CoS Updates for additional events/information.</li> </ul>	<p>Please share with current faculty and staff, as well as emeritus faculty and staff from your department.</p> <p>Please send information/events to Carolyn Miller that you would like to have included in future CoS updates. We will forward Kudos to Provost’s Chronicle.</p>