Faculty Meeting Minutes
April 12, 2013 1:30 PM

Faculty Present: Carmen Aguilar, Harvey Bootsma, Michael Carvan, Thomas Consi, Russell Cuhel, David Garman, Timothy Grundl, Laodong Guo, John Janssen, Jerry Kaster, Jenny Kehl, Rebecca Klaper, J. Val Klump, Itziar Lazkano, Sandra McLellan, Paul Roebber, Matthew Smith, James Waples

Faculty Excused: Frederick Binkowski, Nancy Frank, Laura Grant

Invited: Eric Leaf, Jack Orchard, Nina Ottman, Margret Petrie

I. Dean Garman called the meeting to order at 1:30 pm. Quorum present. Conflicts of interest—none advised.

II. Adoption/Modification of Agenda – adopted as written.

III. Automatic consent: Approval of the March 8, 2013 meeting minutes – there were no objections and these stand approved.

IV. Old Business – none identified

V. New business
   A. Ottman presented information on the pay plan and merit reviews. Roebber will forward the Digital Measures link to all faculty. Reviews should be in by May 15th and Digital Measures information in by June 30th.
   B. Garman discussed the guidelines for tenure and promotion and each school should develop their own guidelines. Cuhel made a motion that the SFS Executive Committee should form a committee to put together guidelines for 1) promotion and 2) tenure. The motion was seconded by Carvan and unanimously approved.
   C. Garman discussed the new policy for cost allocation and chargeback fees. Effective July 1, 2012, PI’s will be charged for certain fees including gasses, copies, and phone charges. Ottman will request funding information (indirect or discretionary funds).
   D. McLellan made a motion that the faculty meetings will be held the second Friday of each month at 10 am with no time changes allowed. The motion was seconded by Carvan and unanimously approved.

VI. Committee action/discussion items (chairs)
   A. APCC
      1. Bootsma made a motion to approve Graduate Admissions recommendations as noted. Carvan seconded the motion. There was one abstention and the motion passed.

   B. Research Committee
1. Smith reported on a proposal to upgrade the machine shop efficiencies. Smith will send a report to Mark Harris and David Garman with costs for Pro Engineer software, computers and training.

C. Planning and Governance
   No items to report

VII. Dean’s and Associate Dean’s remarks
   A. Garman reported on the Academic Planning strategy and retreat update.
   B. Garman updated the group on the Research Strategic Planning process.

VIII. Announcements and Reminders
   A. Ottman gave an HR Update.
   B. Garman reminded everyone to complete the Spring 2013 Outside Activities Disclosure by April 30th.
   C. The Chancellor and Provost will be here on April 17 for the brown bag lunch.
   D. A discussion was held regarding the delivery of the ICP-MS equipment.

IX. The meeting was adjourned at 2:36 PM.