Faculty Present: Harvey Bootsma, Michael Carvan, Thomas Consi, David Garman, Timothy Grundl, Laodong Guo, John Janssen, Jerry Kaster, Jenny Kehl, J. Val Klump, Jack Orchard, Sandra McLellan, Paul Roebber, Matthew Smith, James Waples

Faculty Excused: Carmen Aguilar, Frederick Binkowski, Russell Cuhel, Laura Grant, Nancy Frank, Rebecca Klaper, Itziar Lazkano

Invited: Josh Ebert (L&S), Eric Leaf, Robert Paddock, Margret Petrie, Kristen Scheuing

I. Dean Garman called the meeting to order at 10:03 AM. Quorum present.

II. One item was added to the agenda under other business: discussion of the MBL library.

III. Automatic consent
   A. Approval of minutes September 14, 2012 – there are no objections; they stand approved.

IV. Presentation: Josh Ebert from Letters and Sciences shared their experience as they implemented Digital Measures. Josh will be the SFS liaison as SFS faculty move forward. **Action item:** Angel will convene a meeting with P. Roebber, V. Klump, D. Garman, H. Bootsma and J. Kehl to discuss SFS relevant items to be included in Digital Measures.

V. Old Business
   A. T. Grundl led a discussion of the workload policy. **Action item:** T. Grundl will rewrite the policy, including a preamble to address minimum vs. normal expectations and redistribute it to all faculty.

VI. Standing committees – **Action item:** all standing committees will submit a chair update report to M. Petrie one week before each faculty meeting to be distributed with the agenda before each meeting.

   A. Academic Policies and Curriculum Committee (H. Bootsma)
      1. **Action item:** Motion was made by S. McLellan to approve two SFS Scholarship awards. The motion was seconded by T. Grundl and unanimously approved.
      2. The updated schedule of courses for spring 2013 was distributed.
      3. **Action item:** S. McLellan made a motion to approve N. Frank’s Water Resources Planning course as a jointly offered course with Urban Planning. J. Janssen seconded and the motion was unanimously approved.
      4. H. Bootsma gave an update on the need for identifying statistics courses needed for SFS students. A small workgroup comprised of J. Kehl, M.
Carvan and J. Janssen will identify the needs within SFS and talk to the math department about addressing these needs.

B. Planning and Governance Committee (S. McLellan)
   1. On November 27 the Planning and Governance Committee will discuss the core of academic programs, instructional depth, and faculty size, and identify faculty and instruction needs. All are encouraged to participate in the discussion.
   1. S. McLellan has requested a copy of the strategic plan to assist with academic program needs. **Action item:** D. Garman will forward the updated strategic plan to S. McLellan by mid-November.
   2. P & G is developing procedures for getting approvals for financial commitments and would like to approve these procedures at the next faculty meeting.
   3. T. Grundl commented on the need for internship coordination and McLellan said Planning and Governance would address this.

C. Research Committee (M. Smith)
   1. M. Smith and A. Udvadia are teaching a Responsible Conduct of Research (RCR) training course for 1 credit during the spring 2013 semester.
   2. M. Smith will send draft of research strengths, gaps and growth for the school to S. McLellan for discussion at the November 27 Planning and Governance meeting.

VII. New Business

A. T. Consi announced the formation of an ad hoc space committee to address current space, transition space and new building space. Currently, members include R. Paddock, J. Orchard, F. Binkowski, V. Klump, J. Kehl, R. Klaper and R. Cuhel. Membership is open to all and anyone with issues should attend meetings as needed.

B. D. Garman commented that the safety committee should be in the public domain, but in order for this to happen, it should have formal approval from the executive committee. **Action item:** M. Petrie will check with other campus departments to see how they form safety committees.

VIII. Dean’s and Associate Dean’s remarks

A. D. Garman gave an update on the Water Summit.

B. D. Garman will give a the State of SFS address on Monday October 15 at 1 pm.

C. D. Garman announced that SFS is filling out an environmental scan of current STEM activities for the Provost. S. McLellan requested the questions be sent to all faculty for input.
D. P. Roebber announced the formation of the Academic Planning Workgroup. Based on guidance from the Provost, the group will include D. Garman (ex-officio), V. Klump (Associate Dean), P. Roebber (Associate Dean), T. Grundl (chair executive committee), H. Bootsma (APCC chair), J. Kehl, and M. Petrie (member at large).

IX. Other Business

A. The Marine Biological Laboratory libraries are discontinuing service by the end of this year. **Action item:** J. Waples, in his role as library liaison, has been asked to investigate the current position of MBL and report back to D. Garman.

X. Announcements and reminders

A. K. Scheuing gave a communications update. She asked for submission of items for the weekly updates. The UWM Open House is October 26 and 27 and she asked for faculty to take a shift at our exhibit. Any tours that need to be scheduled should be coordinated through Kristen.

B. J. Orchard confirmed that construction will start in earnest October 29. During the middle of December offices adjacent to the loading dock will need to be vacated for approximately one week during demolition to the loading dock. J. Kehl, E. Leaf, R. Cuhel, R. Paddock and P. Anderson’s offices will be affected. Information will be sent out when more is known.

XI. The meeting adjourned at 11:54 AM.
October 12, 2012 Faculty Meeting

Action Items

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2. T. Grundl will rewrite the workload policy, including a preamble to address minimum vs. normal expectations and redistribute it to all faculty.

3. All standing committees will submit a chair update report to M. Petrie one week before each faculty meeting to be distributed with the agenda before each meeting.

4. D. Garman will forward the updated strategic plan to S. McLellan by mid-November.

5. M. Petrie will check with other campus departments to see how they form safety committees.

6. J. Waples, in his role as library liaison, has been asked to investigate the current position of MBL and report back to D. Garman.

Motions

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