

Faculty Meeting Minutes
October 12, 2015 3:00 PM
Room #3093

Present: Carmen Aguilar, Fred Binkowski, Harvey Bootsma, Michael Carvan, Tom Consi, Russell Cuhel, Dong-Fang Deng, Tim Grundl, Laodong Guo, John Janssen, Jerry Kaster, Jenny Kehl, Rebecca Klaper, Val Klump, Ryan Newton, Paul Roebber, Jhonatan Sepulveda, Matt Smith, Jim Waples

Excused: Sandra McLellan

Invited: Mallory Minor, Margret Petrie

- I. Call to order at 3:07 pm. A quorum was present; no conflicts were identified.
- II. Adoption/Modification of Agenda
- III. Automatic consent: Approval of the September 14, 2015 meeting minutes*
 - A. Correction: Part 6 C, first bullet point, "The campus as a whole is down a few percent for enrollment."
- IV. Old business
- V. New business
 - A. Revised admissions criteria discussion (Roebber)
 - *Kehl made a motion to change the SFS admission requirement. Sepulveda seconded; motion unanimously approved.*An applicant must meet Graduate School requirements plus the following to be considered for admission to the program.
 - A bachelor's degree in biology, chemistry, economics, geosciences, mathematics, physics, public policy, or other appropriate natural science, social science or engineering discipline from an approved accredited institution.Additionally, the following prerequisites are strongly recommended:
 - At least one semester of any three of the following topical areas: chemistry, biological sciences, physics, and calculus.
 - On additional semester of chemistry, biological sciences, or physics.Admission will be considered based upon the applicant's academic and/or professional background, proposed course of study, and possible additional coursework once in the degree program, should important preparatory gaps be identified.
 - B. Applications for affiliate status from Berges, Young, Hutz, Udvardia, Xu (requesting letters and CV)
 - Discussion will be postponed until the next EC meeting, after all affiliate faculty letters and CVs are received.

- C. Workload policy discussion
 - Klaper made a motion for Klump to distribute a revised workload policy draft for review by the faculty; the EC will call a meeting to finalize this version and present it at the next faculty meeting. Janssen seconded; 2 members against, 0 abstained; motion passed.
 - D. Brief curriculum discussion
 - Curriculum discussion moved to the last item on the agenda.
 - E. Genomics Center – annual report (Klaper)
 - Klaper presented an annual report on the Genomics Center.
 - The Genomic Center website went live in September 2014.
 - The Center’s permanent location was established on the second floor of the Great Lakes Research Facility.
 - PacBio and Mortimer equipment has been purchased and installed.
 - Marketing materials are currently being developed for external advertisement.
 - Ray Hovey has developed a bioinformatics seminar and is in the process of creating another course.
 - The Center is developing a Genomics Certificate.
- VI. Committee action/discussion items (chairs)
- A. APCC (Carvan)
 - APCC met on September 18, 2015 and October 2, 2015, with a special meeting on October 12, 2015 prior to the faculty meeting to discuss the Master’s Thesis Award nomination.
 - Jim Waples was voted as co-chair.
 - Shelby LaBuhn was voted as student representative.
 - Frshwtr 650: Special Topics in Freshwater Sciences – Water Law was approved as a professional core course for PSM students.
 - Frshwtr 650: Special Topics in Freshwater Sciences – Aquatic Invertebrate Ecology was approved as a Spring 2016 course offering.
 - MS thesis student Maureen Thompson was nominated for the Great Lakes Fellowship, an award of \$2,000 from the Great Lakes Foundation.
 - *Klaper made a motion to award Maureen Thompson the Great Lakes Fellowship. Kaster seconded, motion unanimously approved.*
 - APCC voted on nominating MS Thesis graduate Amber Kosky for the Master’s Thesis Award.
 - B. PGR (Aguilar)
 - PGR is developing an implementation plan for high priority research from the Strategic Plan.
 - C. EC (Grundl)
 - No report
 - D. Grad Program Rep (Bootsma)
 - A new instructor for Frshwtr 510 is being identified to teach in spring 2016. Bootsma and Roebber are speaking with potential instructors.
 - Discussions are continuing with BioSci regarding the 3+2 initiative.

- SFS has had an increase in applications over the past few years, but admits and new enrollments have flat-lined.
- SFS now has access to the McNair database.
- The Graduate School has a new website.
- Spring 2016 thesis (MS & PhD) applications have been distributed for review. Bootsma asks that they be returned to Minor by Friday, October 16, 2015 at noon.

VII. Associate Dean's remarks

A. Associate Dean of Academics (Roebber)

- The Provost has agreed to financial help with new student PSM recruitment for Fall 2016.
- The Provost approved the budget cut submission.
- The CCOET is meeting on Tuesday, October 20, 2015. There will be open listening session available for campus staff.

B. Associate Dean of Research (Klump)

- Faculty should be notified soon regarding SeaGrant funding.
- Klump would like to form a working group to discuss data management plans. The Graduate School currently offers a few training sessions on data management.

VIII. Announcements and reminders

A. HR Report (Ottman)

IX. Curriculum discussion:

- The faculty have agreed to follow the general curriculum outline presented by Bootsma. Immediate action items include: redesigning/identifying an instructor for Frshwtr 508, identifying instructors for new courses, coordination of content for courses, and determination of the seminar structure.
- Qian Liao has been identified as the instructor for Frshwtr 508 in the spring. Bootsma is contacting him to discuss redesigning the course.
- Decided to follow general Bootsma proposal outline, start discussion of implementation and who's teaching what. Voted on dropping PSM credits from 36 to 30. "Immediate Action Items: redesign 508/identify instructor, confirm for new course: research design/analysis – who will teach, initiate any additional courses?, instructor for new online courses, videocast course instructor, teams for PSM specialization curriculum, once above instructors have been identified, meet to coordinate the content of the hand-on and core courses, determine the seminar structure/format.
- 508 – Qian Liao, Bootsma reaching out to discuss changes in courses.
- The faculty have decided to eliminate specializations for the PSM track.
- Klaper/Smith/Newton expressed ability to teach the new Genomics Methods course.
- Grundl/Bootsma expressed ability to teach the new Field Methods/Analytics courses in their respected areas of expertise.

- More faculty need to volunteer to teach the new courses that are needed for the new curriculum to work.
- Tom Consi presented information regarding instrumentation/robotics courses that could potentially have high enrollment with both SFS and Engineering students.

VII. Adjournment – The meeting was adjourned at 5:18pm.