## Summary –February 27, 2020

## Announcements

* Feb 27: AHSS hosted Social Hour at Septentrio Winery, 650 6th St., Arcata beginning at 5 pm. All-college faculty and staff are welcome.
* Feb 28: 2020-21 [ODEI](https://pmc.humboldt.edu/portal/odei-grants-2020-2021) request for grant proposals due. A total of 30K available for the upcoming academic year.
* Mar 1: Outstanding Student Award nomination deadline. Information [here](https://deanofstudents.humboldt.edu/outstanding-student-awards).
* Mar 11: STEM-NET Presents: Major Institutional Grants” Live Webcast offered by SPF. Registration (by March 5) and information link [here](https://pmc.humboldt.edu/portal/save-date-stem-net-presents-major-institutional-grants).
* Mar 12: Lamberson Ecology Lecture Series – *two talks*
  + - * Technical talk at 4 pm in BSS 166 titled, “Advances in Spatially Balanced Sampling: The HIP and BAS Methods.
      * Evening, public talk at 6:30 pm, SciB 135, titled, “Wind Power and Wildlife: How We Study Mortalities, What We Know, and Where We are Going.
* Mar 13: Fall 2020 special topic course information due to Julie Koeppel.
* Mar 27: Major Academic Plans due for 20/21 to Julie Koeppel.
* 2020/21 College Personnel Committee vacancies:
  + - * Nominations and Elections Committee, 2-yr. appt., 1 seat open.
      * Personnel Committee for Reappointment, 3 seats open. *In an effort to stagger terms, 2 seats are 2-yr. appointments and 1 seat is 1-yr only.*
      * Personnel Committee for Promotion/Tenure, 2-yr appt., 1 seat open.

## Josh Callahan, ITS

Instructional Technology Services (ITS) staff member Josh Callahan shared information about the campus based Academic Technology Advisory Committee (ATAC), which includes faculty members from each college and personnel from the Center for Teaching and Learning (CTL) and the Office of Diversity, Equity and Inclusion (ODEI). The committee surveyed faculty and is summarizing survey results to formulate a response. With the goal of continued improvement, ITS seeks feedback from faculty on what is working and not working. A handout was provided for department chairs to review. Josh explained that the age of a computer and available funding are the primary criteria when evaluating computer replacements. ITS is also revisiting the University’ computer purchasing contract agreement (*3-yr. with service contract*) with Apple and Dell providers, and GI 2025 funding will be used to update classroom technology. Dale suggests that we may have to triage a bit, but that new types of computer configurations would be welcomed to serve as a “sandbox” of sorts to allow for increased innovation. Dale asked department chairs to email him the names of faculty with immediate computer needs.

Discussion continued with topics and ideas raised as follows:

* Share computer refresh list with department chairs so they are aware of the refresh due dates and the computer location.
* The status of computational clusters.
* Improved communication in regards to computer needs/requirements, service and its impact on teaching effectiveness.
* A piece of computer equipment to act as a server.
* Reimage surplus computers for student use.

## Nicholas Conlin, Admissions

Spring Preview events will be held on Friday, March 27 and April 6. Clarifying details for both events will be shared soon with department chairs. A schedule of events can be viewed at <https://admissions.humboldt.edu/spring-preview/event-schedule>.

Nicholas outlined the details of a new Spring Preview event scheduled for Saturday, March 28 involving junior college transfer students (*smaller sized student group of admitted and prospective*) from 9 am-12 noon. The group discussed the importance of connecting academic faculty and matriculated students during the campus visit. Many ideas were shared on how to most efficiently and effectively fill the three-hour time slot. Department chairs and the Placed Based Learning Community (PBLC) director will continue discussions in preparation for the Saturday event.

## Faculty Recruitment

Dale Oliver expects that it will be some time before faculty position requests for 2020-21 will be approved, and that he and the other college Deans are working on multi-year hiring plan. In the meantime, the college may hire more faculty with one-year or multi-year appointments and use Visiting Professor positions for instructional support. Visiting Professors requests from Biology and Geology have been submitted, with one approved thus far. Brandon Browne (geology) is in his final semester at HSU and has accepted a new position in Alaska. Academic Personnel Services (APS) actively reviews workload appointments and justifications for all temporary faculty. Discussion ensued with reference to the increasing amount of responsibility placed on lecturers compared to a decade ago.

## 2nd Draft - Faculty workload assignments and professional expectations

Dale Oliver shared a revised draft of the CNRS Guidelines for faculty workload assignments discussed at the 2/25/20 meeting. Additional feedback was received. The final version will be shared at a future Council of Chairs meeting.

## Tracy Smith, RAMP and Mary Virnoche, Sociology

A request for 232K of GI 2025 funding was requested to help launch an enhanced major-based Retention through Academic Mentoring Program (RAMP) effective 2020-21. Additional funding will be used to hire student assistant coordinators (3-one per college) and RAMP mentors (36 students), while professional staff will continue mentoring, budgeting, pay, etc. The recruitment timeline is as follows:

* March 9: Recruitment Launch (release of position description, application, short marketing desc)
* March 30: Application deadline
* April 1-3: Applicant list shared with RAMP staff and department chairs for screening by 4/28. Candidates then notified in May by RAMP personnel and routed through HR for hiring. Mentors will serve in an enhanced support role (not tutoring). Mentors will bring student groups together through workshops, not an individual case-by-case model. Department leads will be notified of how many mentors assigned to their area, with a minimum of one (1) per department.

Note: Thursday, March 5, 8:30-10 am, University-wide Council of Chairs meeting to continue discussion and review of GEAR PLOs.

## Next Council of Chairs meeting is Thursday, March 12, 9-11 AM, BSS 508.