Natural Sciences Chairs Council

April 18, 2022

1:00pm – 3:00pm

In Attendance: M. Chao, K. Cousins, K. Dajani, C. Todd, L. Mian, B. Haddock, T. Burch, J. Torner, G. Escalante, D. Maynard, D. Rinebolt, S. McGill, S. Pantula, T. Valencia, R. Hernandez

Approval of Minutes – March 21, 2022 and April 4, 2022

* Minutes of the March 7th meeting and April 4th were approved.

Announcements by Chairs

* Dr. Burch reported the Nursing Department faculty are busy working on grants.
* Dr. Burch shared that they have chosen a new chair for next year and have filled one of the faculty positions. They will be wrapping up the two other searches in the near future.
* Dr. Mian reported the Health Science Department has hired a new chair for their department. The EHS position is still in process.
* Dr. Mian reported the Health Service Administration Program will have their accreditation visit by CAHME at the end of the month and they are busy preparing for that.
* Dr. Chao reported the Biology Department is in the process of choosing their Fehn Scholarship recipient. May 6th they will hold the recognition ceremony.
* Dr. Chao reminded the chairs that April is Asian, Pacific Islander and Desi American Heritage Month and there are lots of interesting and enjoyable events that will be held as part of the celebration. He encouraged them to attend some of the events.
* Dr. Torner reported the Physics Department has been busy with advising. They have also been reaching out to incoming students to encourage interest in summer research projects.
* Dr. Todd reported that she is busy conducting interviews to hire an ASC for the department. She is also assessing space in the Geology Department to have the necessary work space for the two new hires who will begin in the fall.
* Dr. Haddock reported the Kinesiology Department has begun the process of selecting a new chair for the department. Open forums and interviews will be held next week.
* Dr. Haddock reported that there hasn’t been any progress on the updating of the tennis courts. He reported that he was told they hope to have the work completed by the beginning of the fall semester.
* Dr. Cousins inquired about the status of college and department scholarships. Mr. Hernandez reported that the review cycle has just opened and he will be sending out access codes in the near future.
* Dr. Cousins reported that she was quite pleased to see that many of the undergrad and graduate student poster and oral awards went to chemistry students. Dr. Pantula shared that Biology and Health Science students also won awards.
* Dr. Cousins reported that the Chemistry Department set up advising appointment schedules on EAB but students did not take advantage of them. Now students are wanting to get advising but faculty do not have the time right now.
* Dr. Dajani shared that the Computer Science Department has received approval for their minor in data science and certificate in data science programs.
* Dr. Dajani reported that a computer science student, Sonia Perez-Gamboa won the outstanding graduate student award for the college.
* Dr. Dajani shared that he and several faculty had participated in the Tech Talks that were held recently.
* Dr. Jetter reported for the Math Department that Susan Addington and Bronson Lim had submitted a CREATE proposal.

Announcements by Administration

* Ms. Valencia shared that the year-end deadline dates are out. May 16th is the deadline for submitting requisitions. She also reported that we are able to buy new computers for our new faculty this year so please send her the information.
* Dr. Todd shared her disappointment with some aspects the PageUp system that we are using for our faculty searches. She asked if there might be an appropriate way in which to share constructive feedback to improve the process next year. Dean Pantula requested chairs to share with him their experiences and perhaps it would be a good idea to invite Tammy to one of our meetings.
* Dr. Maynard reported that the STEM Open House was a successful event.
* Dr. Maynard reminded chairs of the Campus Open House which will be held April 30th. He would like a department representative to give a tour of their department between 2 and 3 p.m.
* Dr. Maynard reported that summer orientations have not been organized yet. He suggested that CNS have a video recording of welcome from each department chair.
* Mr. Hernandez reported that one nominee was missing from the list of the Outstanding Faculty Award but was added. He requested the chairs vote by this Wednesday. Dr. Jetter inquired about a chair’s ability to submit an endorsement for a faculty member who is nominated. Dr. Cousins suggested that perhaps when nominations come in they could be shared with the chairs before the voting begins and then the chair could submit a letter of support for a candidate should they so desire.
* Mr. Hernandez reported that the time was extended for the nomination for outstanding alumnus/a. He will send out a poll this afternoon for voting.
* Mr. Hernandez reported that the college will need staff to volunteer to assist at commencement. He asked chairs to encourage their staff to participate.
* Mr. Hernandez reported that a member of our philanthropic board, (a physician) Dr. Manish Patel, will give a campus talk on May 9th. He is working with clubs on campus to promote this event.
* Mr. Hernandez shared that the “surprise” bestowing of the Outstanding Faculty for Research that was awarded to Erik Melchiorre generated quite a few positive responses on Instagram/Facebook.
* Mr. Hernandez reminded chairs of the Sweet Success Event that will be held this week on Thursday is usually attended by chairs and some faculty. This is where scholarship recipients and their families get a chance to meet their donors.
* Dr. Escalante reported that the senior STEM Center counselor position has posted. He is hoping to hire more than one counselor from that search.
* Dr. Escalante reported that he had met with Dr. Burch and the nursing faculty to discuss how to advise pre-nursing students who are unable to get into the nursing program.
* Dr. Escalante reported the PA search is coming along. They have 4 applicants already. He will be the chair of the search committee.
* Dr. McGill informed the chairs of an ISSUES-X event (CSU FEST) that will take place May 7th from 12 to 6 p.m., as well as a CNS-sponsored guest lecture by Dr. Ebony McGee on May 6th, 2:30 – 4:00 p.m.
* Dr. McGill reported that she had sent out a space audit spreadsheet to the chairs. She reminded them that she needs to have their input before Wednesday of this week.
* Dr. McGill spoke to the chairs concerning faculty office space since we will be hiring 12 new faculty members this fall. We currently have 4 rooms in the FO building and asked if chairs thought we would need more rooms. She asked chairs to send her an email and let her know if they will require room(s).
* Dr. McGill provided the following scheduling update:
	+ Summer 2022 – registration is underway. May 17 is CNS Go/NoGo date.
	+ Fall 2022 – April 25th registration begins
	+ Spring 2023 – April 19-22 department validation and dean’s review
	+ Spring 2023 – April 28-29 Optimizer runs
* Dr. McGill reminded chairs of the lecturer evaluations which are due soon. The department’s evaluation of all lecturers should be forwarded to the dean. Lecturers who are on a 3-year contract and lecturers who are eligible to begin a 3-year contract should be a top priority to get to the dean this week.
* Dr. McGill expressed her appreciation for all of those who participated in the Chair Learning Community meeting last week.
* Dean Pantula shared that he has to submit an equity gap update by this Wednesday and there will be a deep dive with the cabinet next week. He encourage chairs to continue to think about ways to engage our students.
* Dean Pantula reported that he has drafted an email (Yoties Do SOTEs) to go out to all students encouraging them to fill out the SOTEs that are given for each class. He wants them to know how SOTEs are used by the departments and how their opinions about classes/instructors do matter. He asked chairs to think about sending out an email to students encouraging them to fill out SOTEs as well.
* Dean Pantula informed the chairs of the Strategic Planning Retreat that is scheduled for May 6th. He encourage chairs to think about what they would like to see in the plan and get feedback from faculty if they have ideas. He strongly encouraged chairs to attend the event.
* Dr. Cousins remarked that we are in year 7 of a 5 year plan. She asked if this was an extension of the plan or a new plan. Dean Pantula replied that it is a new plan.
* Dean Pantula reported that the list of classrooms to be upgraded to NGSC technology over the summer includes some classrooms in our college.
* Dean Pantula reported that the Provost is working on RPT decisions. He said to assume that all sabbaticals and reassigned time requests for untenured tenure track faculty will be approved by the Provost.