Natural Sciences Chairs Council

June 3, 2019

12:00pm – 2:00pm, BI-104

In Attendance: S. Pantula, S. McGill, P. Dixon, S. McMurran, B. Haddock, K. Cousins, H. Qiao, M. Chao, C. Davis, T. Burch, D. Maynard, D. Rinebolt, T. Valencia, R. Hernandez

1. Informational Items
	1. Announcement by Chairs
* Dr. Haddock reported kinesiology faculty had a meeting with the chancellor regarding the sports medicine program here at CSUSB. Currently only CSUSB and CSU Long Beach have a program.
* Dr. Chao reported that Katrina Preciado (biology ASC) has left the biology department and CSUSB. A search for a replacement is underway.
* Dr. Maynard asked the chairs if they had any feedback on SOAR at this point.
* Roberto Hernandez reported on items that he is currently working on. They include working to get the Reach monitors in the college updated more frequently and making them more dynamic. He is also working on redesigning the department fact sheets and the college web site. He would like the faculty to have their CVs and other pertinent information on the department web sites. He also inquired of the chairs if they are interested in a department specific logo.
* Dr. Qiao reported that the Engineering Club won the award for the Best Academic Program this year.
* Tina Valencia reminded the chairs that tomorrow is the Donuts with the Dean event which will be held outside the Biological Sciences building. Students have an opportunity to speak to the dean as well as receive free donuts and scantrons.

b. Announcements by Administration

* Dr. Pantula reminded the chairs that commencement is happening Saturday, June 15th. He encouraged the chairs to encourage their faculty to attend.
* Dr. Pantula reported that he served on the University Budget Committee and it was a very positive experience. The deans and the faculty senate were able to give input into the decisions that were being made.
* Dr. Pantula reported that there are now several staff searches taking place. HSCI and Bio are searching for an ASC. CSE and Math are searching for an IT person.
* Regarding last month’s request for faculty to submit listings of their publications, Dr. Pantula is still needing a list from HSCI, CSE and Math. These are to be sent to the dean who will then forward them on to Dorota Huizinga.
* Dr. Pantula informed the chairs that the director of NSF and EHR, Dr. Karen Marrongelle will be visiting our campus on July 8th and 9th and giving a presentation. He encouraged the chairs to encourage their faculty to attend this event.
* Dr. Pantula reminded the chairs that there are 3 things that are due this month and they should be working on them:
* Update on the strategic plan
* Annual Report
* Evaluations for Staff
* Dr. Pantula also asked chairs to let him know if there are any dates this summer that they would not be available for the retreat. He also asked them to send him any ideas they have for the agenda.
* Dr. Pantula encouraged the chairs to be working on their search committees for the upcoming searches they will be conducting and the draft ads for the positions.
* Dr. Pantula asked the chairs to send him any ideas they have for finding space on campus for computer labs, offices and science labs.
* Dr. McGill requested that chairs let her know if there are any summer classes with low enrollment that they are considering cancelling. She would like this information by the end of the day.
* Dr. McGill spoke with the chairs about the workload policy currently in place. The proposed new formula for lab coordination will mean that we will spend a little more money. She inquired if the chairs wanted to adopt a new formula. Discussion ensued.
1. Discussion Items
	1. Chairs’ Meetings
* Moving the chairs’ meeting to noon to 2 p.m. has not worked out well for a few of the chairs. Discussion regarding changing the day and time of the chairs’ meetings was discussed. A decision was postponed until the next meeting on June 19th.