**(1) How did the annual reviews go this year? Do we need to hold any listening sessions with faculty?**

Andrew gave a short summary on the background to the change to the annual reviews.

Good to have consistency across labs and there should similarly be criteria for consistency in ranking across labs.

Agreed it could be helpful to have an UMCES townhall, but wait until at least March so the labs have completed the process and faculty can provide feedback. Could be helpful to hold this during the UMCES Faculty Convocation.

Concern about how % effort in different categories may fluctuate year to year depending on grants funded, etc.

Concern that 2-page limit was challenging when the year was very productive.

Why are we collecting this information in the Excel sheet and Word doc? Does this best serve the purpose for this data? Thinking about what data we need, if we are collecting it most efficiently, and how it will be used.

**(2) Time to start planning for the UMCES faculty convocation and commencement!!!**

Potential topics: Annual reviews, One UMCES concept, DEIC initiatives, Cyber Collaboratory, Revisit Strategic Initiatives and their progress (could be from CA or within the lab director updates), UMCES sponsored local activities (such as CBL Patuxent River cruises, CBL Statistics Collaborative), Climate survey results.

Would like to have the convocation in-person and pair it with the commencement ceremony. Preferably hold commencement in late May (24th?) so the students aren’t waiting after the end of the semester to graduate.

Expecting it to be held at HPL. Need to confirm a date with Director Mike Roman. Once a date confirmed, Larry and Dave will arrange a commencement speaker.

Dave recommended celebrating new faculty members at the convocation as we haven’t really met them before.

Plan to invite all post-docs and a FRA representative from each lab. Judy and Dave will work out who the post-docs are from each lab with the lab directors.

**(3) Reporting back:**

 **Elmore - collaboratory committee & CUSF**

Thank you for completing the integrity surveys. There is an early May meeting, which may be held at HPL.

 **Cochrane - VP for Development search committee**

11 candidates. Short-listed candidates were interviewed and 3 names were submitted to Peter for final interviews and decision.

 **Bailey - HPL Director search committee**

Had weekly meetings, including 2 with the STRIDE group. A lot of discussion about the evaluation criteria and matching to the job ad. Only 7 applicants so far, but there may be more over the next week.

 **Tamburri - Federal Demonstration Partnership**

Cooperation initiative of 10 federal agencies. Aiming to reduce administration burden for research institutions. Mario and Angela Richmond on the committee. New NSF directive Technology Innovative Partnerships (TIP) for innovation, commercialization and work force development. A 1-pager will be shared with the Senate.

 **Coles&Windle - GRA stipend committee**

The stipend committee is meeting next week.

 **O’Neil - DEIC**

Ombuds proposal is moving forward.

Results of the climate survey from the 2 groups are being assembled.

Generally people preferred the sexual harrassment training this year than last year, but there were some accessibility concerns for some staff.

 **Fries - FRA report**

Annie Carew will fill in for Alexandra when she is on leave.

 **Windle - GSC report**

The faculty mentor award nomination notice will go out soon.

Working on a standard GRA appointment letter for use in fall 2022. This sets the hours per week and expectations so this is clear for new students.