

University of Maryland Center for Environmental Science

Executive Council Meeting
Chesapeake Biological Laboratory
Room 1101, Bernie Fowler Building
February 3, 2015
9:00 a.m.

Attending: Boesch, Dennison, Kropp, Houde, Balcom, Miller, Roman, Hill, Davidson, Allen for Moser, Nemazie

<u>Item</u>	<u>Discussion Leader</u>
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Boesch welcomes Davidson.

Topic A. FY 2015 and FY 2016 Operating and Capital Budgets	Boesch/Kropp
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O'Malley instituted a \$40.3 million cut to state funds to the USM FY 2015 budget with less than six months left in the fiscal year. UMCES' pro rata cut is \$722,630 (allocation of the cut by lab/unit was distributed). This cut is to be met by reallocation of unspent resources as a result of hiring freezes; elimination of positions (to be completed by March 1); postponing needed renovations of facilities, curtailing purchases and travel using state funds. UMCES will not impose furloughs unless mandated by the governor. AL is being exempted from the 2015 cuts due to promises previously made. We are to end the year with each lab to finish in the black as well as adding to the fund balance. If it is necessary to dip into the fund balance, must discuss with President. Boesch has had discussion with Margaret Palmer on UMCES payment to SESYNC. Boesch is committed to existing agreement. We do have a 5 year renewal point. Davidson has question regarding use of increased overhead to be used for additional staff for increased research. Kropp will visit with Davidson and Johnson. Governor Hogan's proposed budget for USM is \$1.218 billion in general funds, an increase of \$15.4 million, a 1.3 percent increase, over USM's reduced FY 2015 budget. The Governor's budget eliminates funding for FY 2016 merit increases and effective July 1, 2015 rescission of the 2 percent COLA received January 1, 2015. There are mandatory costs that must be met i.e. increased benefits costs (primarily health insurance costs); new facilities on line; expenditures on essential facilities renewal items; increases in utilities rates. In addition UMCES has certain obligations that we cannot cut: pay back on the Carson, enhancements that have obligations; fellowships. We are expected to bank 1% of operating budget.

Kropp reported on Capital Budget. USM capital budget that went to Governor was an aggressive request. The programs that are now in the queue will stay but others scheduled for three years were pushed back a year. The remainder of funds for Truitt is in and going forward for approval. Next building in queue is CBL information building, HPL building has been moved out a year. Miller said utilities are going to be a hardship. His request for 2017 should include an increase with explanation. Phase 2 bulkhead is now complete. Will try to get Jordan down to CBL to discuss increased utilities for the new building. Boesch will send an all-UMCES letter explaining budget developments. Regents has resurrected E&E project.

1. Discussion Items

a. Legislative Session update

Nemazie

UMCES does not have to give budget testimony this year. UMCES will be included in the USM budget testimony at its hearing. Capital budget hearings are scheduled for March. UMCES has already given testimony on bill briefings. Dr. David Vanko, Towson University professor and Chair of the Marcellus Shale Safe Drilling Initiative Advisory Commission, gave testimony at recent briefing on shale drilling. Maryland Commission on Climate Change bill is being proposed to be put into law. Although the bill has designated the UMCES President as Chair of the Commission, Boesch has requested that MD Secretary of the Environment serve as Chair. UMCES is attempting to schedule an UMCES delegation breakfast (legislators that represent a laboratory or border it) in late March. Addie Eckhardt has agreed to chair along with Brooke Lierman. Keep Nemazie apprised of faculty or staff who are asked to give testimony. The appointment of Caret as Chancellor has prompted Senator Joan Carter-Conway to submit a bill that requires legislative approval of the appointment of the USM Chancellor.

b. Transition in State Administration

Boesch

Charlie Evans has withdrawn as DNR Secretary for health issues. He will work part time as Bay advisor to the Governor. Boesch has already met with Secretary of Environment Ben Grumbles. BayStat and Bay Cabinet meetings will continue with UMCES invited to continue participation.

c. E & E 2.0 plan*

Boesch

A draft plan was distributed for comments by the Presidents. Draft plan includes high-impact efficiency initiatives for the current fiscal year and longer-term proposals for innovation and accountability. Chancellor feels this draft is not strong enough and suggests holding a retreat with the Presidents. Need some bottom up from the campuses. There is a proposal being pitched to build a new arena on Baltimore's waterfront which could impact several buildings including IMET.

d. New health benefits requirements*

Boesch

Chancellor Kirwan sent a letter to Craig Williams, a member of the Hogan Transition Team, on behalf of the USM regarding major concerns about the new State of Maryland Health Benefits Wellness Program. The letter also identified other concerns with DBM.

e. Regents Staff Award nominations

Kropp

UMCES submitted two nominations for BOR Staff Awards—AL's Barbara Jenkins and HPL's Jamie Shockley Parks. Recipients will be announced in early summer with a formal presentation at a fall BOR meeting. UMCES will plan an event to honor our nominations. Celebration will not include monetary award.

f. 90th Anniversary Celebration*

Balcom/Nemazie

Celebration options were discussed. UMCES will host a major event at CBL on Saturday, September 19, just prior to the Calvert County Watermen's Festival to be held on the 20th – but the dates still need to be confirmed. This will not be a fund raising event. Costs considerations need to be discussed. Key invitees are Governor, Regents, legislators, BOV, faculty. An additional event will also be held in conjunction with "Open House" at the other labs.

g. Reception to introduce Eric Davidson to Western MD community Balcom
UMCES will host reception on June 1 in Western Maryland. Barbara Johnson is also planning an event for the Johnson Award Committee which was held in February.

h. Accreditation update Houde
Have received Working Groups' progress reports. Miller is now chairing Elmore's committee. Moving closer to a draft that will go to the Steering Committee. Recommendations for the Evaluation Team were submitted to MSCHE. Have been informed Nancy Targett will serve as chair, she knows us well. She has identified blocks of time when she is available. Houde's office will coordinate potential dates with the Executive Council and Self-Study Steering Committee.

i. MEES Curriculum Recommendations* Miller
Report is final in content and recommendations. Unanimously approved by committee, endorsed by the participants. Expect to have final draft to Boughman by end of February. Concern within the curriculum community is what happens next. Need discussion on how to move forward to promote the curriculum change within the system. Does it mean endorsement from every lab? Does it mean Miller presents to each lab? Where do we want this to lie before we hand this off. This needs to be reviewed as a package or is there some other way. Boesch reported our faculty has been active in this shared governance process.

j. MEES reform status Boesch/Houde
Concern with UMES and fisheries. Wants to move traditional degrees and nonthesis degrees. Boughman forced the commitment. We have their commitment we will go through Boughman.

k. Carson charges for MEES Kropp
The charge for one MEES class to use the Carson is \$9200. In addition to the boat charge are field costs. Ways to lower this charge was discussed. Invoices for UMCES MEES classes will not include personnel cost other than those incurred and not in budget (like overtime for first mate). This will almost cut invoice in half but still \$4-5k per class. Concern because classes are now 4 credits and enrollment for MEES has gone down. Can we charge lab fee for graduate level as done for undergraduate level. Tuition returns pay for student travel, fellowships and now Carson charges. This might be something that would interest a donor. Discussion of land/margin course.

l. Faculty Activity Reporting (FAR)* Houde/Kropp
There is a need for a manageable database for faculty/student data. Have looked at Digital Measures and Lyterati. Both are good. Lyterati's start-up cost is \$25,000-50,000 plus \$40 per faculty member for initial c.v. entry, with a yearly fee of \$5,000-6,000. UMCP uses Lyterati and uses graduate students to enter data. Digital Measures cost is a one-time fee of \$3,500 and a yearly fee of \$5,000-6,000. Digital Measures said they would do first year of data. Further discussion is needed as there are concerns on what will we get out of a database that isn't already being done (i.e. publications, overhead, mentoring, student advising); what do we want from this database; does it do what we want it to do. Need to look at testimonials. Cayuse was touted as a great system but it has been disappointing. Houde, Nemazie, and Kropp will research further. Perhaps arrange for a users' group to see a demo.

m. Presidential Fellowships: Nomination for awards Houde
Committee has reviewed 15 applicants. Three were nominated and have been endorsed, however, they have not been notified as they have not yet been accepted into the MEES program. Houde will contact Paynter to request his assistance with advancing the admissions process for these students or we run the chance of losing them.

n. UMCES Graduation Ceremony Nemazie/Houde
Graduation Ceremony will be held following lunch on Friday, May 1, the second day of the UMCES Convocation. Faculty, all graduate students and the graduates' families will be invited. Invitations will be sent in a few weeks. Pelsinsky and Nemazie will work on the logistics. Encourage mentors to wear regalia as well as students. We will pay for students' regalia but mentors should pay for themselves.

o. UMCES hosting June 2016 Board of Regents meeting Nemazie
June 2016 Board of Regents meeting will be held at CBL, perhaps tying to the opening of the Truitt Building.

2. Information Items

a. Directors' and Vice Presidents' reports
Balcom. Johnson Award will be held April 16 and this year's recipient is Janice Keene. Of interest she is looking for places to donate land. Chancellor Kirwan is being honored at the Tech Council of MD Lifetime Achievement Gala on February 19, attending are Boesch, Balcom, Kropp, Nemazie, Hill, Hammond, Chacon, Martha Connolly (UMCP UMC Ventures), Steve Dubin (SDA Ventures) and Na Young (Ratcliffe Program). Exelon has about 40 people who would like to do something for Earth Day but needs ideas or opportunities. Charlie Monk is replacing Ron Kreitner as chair of BOV. What role can the board play during the university/state transitions? France-Merrick Foundation challenge grant campaign has now concluded, the next step is to develop criteria for the professorship. Next major fund raising priority is graduate fellowships, other suggestions are welcome.

Hill. Colleen Burge (split appointment with UMBC/UMB) is working out well. Have advertised for two faculty positions with split appointments, have identified good candidates. Hill chaired meeting of the National Aquarium/IMET Task Force. John Racanelli attended and made a commitment of \$22-26 M. Meeting ended with agreement that there is a need to get substantial private donor interest. Will work with the Aquarium's development people to discuss donation. Racanelli indicated interest in going to Exelon with us. Incubator is moving forward, now need to focus on a coordinator. Hammond is driving this initiative.

Boesch. Monthly report from ORAA does not include the \$1.25 million contract from Exelon. Richmond has received notice that Exelon contract has been finalized. AL's total has risen.

Kropp. Starting February 9, Matthew Olsavsky has been hired as an accountant in the Comptroller's Office replacing Susan Collins.

Miller. Viacheslav Lyubchich has joined the faculty as statistician. Genny Nessiague has joined faculty as a Visiting Research Assistant Professor. Have finalized ad for Assistant Director for

Development. Launching evening outreach series. There have been increased requests to use Tamburri's barge. Missed some of his comments

Roman. Cindy Shoemaker has now joined the IAN staff. Starting January 1 Diane Stoecker and Liz Freedlander have gone to 60% and Elizabeth North to 70%. Boicourt is retiring July 1, 2016. Stevenson has had quadruple bypass surgery. Working on bid for solar project, special thanks to Ray Chao who has been very helpful. Received 85 applications for three faculty positions. Have assigned two faculty members for each search who will in turn identify a short list for each position. Freedlander is scheduling three fireside chats to be held in private homes rather than restaurants. Pat Glibert and Debbie Bronk were featured in a special supplement of Oceanography entitled "Women in Oceanography."

Allen. Thanked all who participated in the recent Sea Grant Site Review. REU application deadline is February 20. Good meeting with ORAA and Kropp—very helpful with preproposals that were due last week.

Nemazie. City of Annapolis has requested proposals for the downtown Rec Center, we are reviewing our original proposal. Amy Pelsinsky's office is being relocated to IMET. In exchange of payment for the new office space, she will dedicate 10% of her time to IMET.

Davidson. Advertised for two faculty positions. Thanked all who sent evaluation letters for those faculty standing for tenure review. Had good meeting with Walter Zachritz of the National Park Service--they are central to CESU. They want to visit AL in the spring. CESU's overhead rate is 17.5%. CESU groups mentioned new federal regulations re overhead and may be increasing the rate at least a little. Attended a PACE reception in Annapolis with Dave.

Dennison. This semester co-teaching MEES class with Boesch. Traveled to Boston to attend a USGS climate change workshop which was the first in a series of meetings to develop scenario planning for climate change. Simon Costanzo is traveling to Cali, Columbia for a WWF workshop on the Orinoco River. Submitting a series of proposals to STAC. Next week five staff are going to New York for the Billion Oyster Project workshop. Mississippi River report card will roll out in late summer. US-Australian H2O teacher training workshop was held on January 29, summary has been posted to website.

b. Legislative Audit Kropp
Legislative Auditors continue to work at CA but expect to conclude by the end of February.

c. Intellectual property issues/service agreements Kropp
Another working group within the system. Goal is to reduce negotiation problems with helpful, clear criteria that are within the intellectual property policies.

d. Graduate Faculty Council Data Committee Houde

University of Maryland Center for Environmental Science

Executive Council Meeting

Horn Point Laboratory

AREL Conference Room

April 7, 2015

9:30 a.m.

Attending: Boesch, Kropp, Houde, Balcom, Dennison, Roman, Miller, Moser, Davidson, Hill, Nemazie

<u>Item</u>	<u>Discussion Leader</u>
Topic A. UMCES database update	McGinnis/Roman
1. Discussion Items	
a. General Assembly: appropriations & other legislation	Nemazie
<p>House rejected and Senate accepted DLS language that establishes a process requiring USM institutions to seek DBM approval for all new interagency agreements. This issue stemmed from an audit with Towson U. and MD Transit Administration. DLS recommended that DBM review all new interagency agreements and extensions of existing agreements for approval prior to their implementation. Such a review would allow DBM to ensure proposed agreements are appropriate and the overhead rate being charged is reasonable. Boesch has been working with Maggie McIntosh on the House side on this issue. General Assembly restored the entire 2% COLA while requiring no furlough days. Funds for retention of faculty and critical staff will be available. There will be no funds for merit or COLA. There will be no fund balance cuts. O'Malley cuts are permanent cuts. Governor is holding out for tax relief. Climate Change bill has tasked UMCES with developing sea level projections for the State every five years. Many sexual assault bills were introduced this session. Senate bill to affirm hiring of Chancellor was not passed. Update on stormwater tax. Approval of MHEC Secretary is the only Hogan appointee still pending. Without approval, the appointee may remain in that position until the next legislative session after which time may continue but without pay. HB212 authorizing College of Southern Maryland to offer bachelor's degree programs and award bachelor's degrees is not going to pass.</p> <p>Capital appropriations. General Assembly approved all USM projects included in the Governor's Capital Budget. Many of the USM requests were deferred. The USM will receive more than \$327 million for Facilities Renewal. Included was \$4.5 million for the Environmental Sustainability Research Laboratory. Kopp and O'Malley were very helpful with their support for this funding. The BOR approved the use of \$3 million from their contingency fund to offset unforeseen rising costs associated with the completion of the Truitt building. The Information Communication Services Building was in the regents present cycle but has now been deferred for one year to FY 2017. The Board of Public Works has implemented a new process for reviewing projects. The BOR Capital Budget Workshop will be held at IMET on May 11. Excellent opportunity for IMET to showcase what is happening there.</p>	
b. University System: Regents, Chancellor and BPW relationships	Boesch

New regents are being appointed as a result of resignations and staggered terms. Governor has appointed Mr. Joe Bartenfelder as Secretary of the Department of Agriculture, who has also been appointed as an ex officio BOR member; James Brady; Michelle Gourdine; Robert Neall; Bob Pevenstein and Sydney Comitz. Two regents key to UMCES are Linda Gooden and Louise Gonzalez. Boesch had meeting with Chancellor Caret. Caret recently emailed Boesch regarding one of his neighbors who is trying to acquire funding to produce a video of Beautiful Swimmers.

c. Effectiveness and Efficiency 2.0 process

Miller and Kropp

Regents have revitalized E&E now called E&E 2.0 and has established an Ad Hoc Workgroup, Miller and Kropp will serve as UMCES representatives. The workgroup is to develop a plan for identifying high-impact initiatives--projects that are unique to the institution or unique for two or three institutions. Kropp will convene a subcommittee of ADs and faculty members to assist in identifying a list of projects for submission to the E&E2. Miller stated that CBL has implemented latest version of IT Works which has led to better business efficiency. UMCES should negotiate its own contract with IT Works. UMCP is willing to work with us and let us go with their system. IT/ORAA/Comptroller Office staff is planning to meet with UMCP Comptroller's Office staff to discuss BARS and COEUS systems. Transfer to BARS could be implemented by September. There are problems with the CARDS system.

d. Enhancing computing facilities (note 1)

Davidson

This item was suggested as a good topic for discussion at the Convocation, Nemazie will look into the possibility. Need to inform faculty that we are working on this.

e. IT Audit

Kropp

An IT Audit is scheduled within the next month. This is an USM audit with auditors reporting to the Regents. This audit is helpful as it will identify any problems prior to a state audit. Auditors are planning to visit CBL, Sea Grant and AL (by IVN), Florez will accompany them. Timeline is to complete audit by the end of April. This review could possibly result in a project for our E&E2 list.

f. Senior officer succession

Boesch

Effective July 1, 2015, Dr. Houde will be going to 60%. He will continue in his Vice President position. Boesch will meet with Executive Council to discuss the future direction of this office. Kropp is retiring August 31, 2015, but has agreed to remain, if needed, until December 31. Boesch will identify search committee and its chair and assist with development of position description. This will be an open search.

g. Possible proposal routing/database changes

Kropp

Originally it was decided not to use COEUS and BARS systems but are now reconsidering. There are concerns regarding costs and what are the data bases. Possible this can be an EE2 initiative.

h. Campaign planning: preliminary lists of needs for funding*

Balcom

Defer until June meeting.

i. France-Merrick Professorship

Balcom

Endowment is now at \$1.6 million with revenue of approximately \$75-80,000 per year. Identify a senior faculty leader that not only has their own research but has the capability to work across our disciplines as well as someone who can bring in colleagues. Position description needs to be discussed--is it wedded to restoration?; what are the President's thoughts and ideas? Would like to begin search before summer.

j. Proposals for recruiting underrepresented students* Davidson/Balcom
Seeking ideas for designing a sabbatical program for racial and ethnic minority scientists from other institutions who would conduct their research at UMCES which would lead to racial and ethnic minority talented students requesting to pursue advanced degrees at UMCES.

k. Senior Chesapeake Bay Program staff visit CBL (April 21) Dennison
Senior staff from the Chesapeake Bay Program will visit CBL. Dennison has list of those attending and welcomes others to join.

l. Annapolis Recreation Center proposal Nemazie
UMCES proposal has been submitted to the City of Annapolis. We are requesting the building be given to us for free while we invest major capital to renovate it. This will require serious fund raising. If successful, IAN will move to this building. Moving CRC to this building is also being discussed.

m. 90th Anniversary celebration Nemazie
90th Anniversary Celebration event will be held October 1 from 6:00-9:00 p.m. at the Maritime Museum in Annapolis. "Save the Date" notification cards will be sent out. Expect about 100-150 to attend.

n. Accreditation: Self-Study, Steering Committee, Evaluation Team Houde
Self Study is moving forward, report is in draft form. Nancy Targett will serve as Chair of the Evaluation Team. Evaluation Team visit is scheduled for November 1-4. Regent Motz has not been reappointed to the BOR and therefore will no longer serve on the Steering Committee. Boesch will contact Barry Gossett to ask if he will serve on the Steering Committee.

o. Faculty teaching commitments and curriculum revision (note 2) Davidson
Davidson has completed faculty annual reviews and one of the outcomes is that some faculty are taking a "wait and see" approach to teaching. Some say they are waiting for the revised MEES curriculum to be finalized before they commit to developing new courses. Miller said this is a very real concern. He has been unsuccessful to get Boughman and Beise to move this forward. In the interim UMCES will begin to use the draft curriculum course offerings. New courses can be added.

p. Presidential Fellowship offers and awards Houde
One student has accepted; three others have been offered but declined. We were late in our offers.

q. Graduate Faculty Council: Data Committee Activities Houde

Graduate Faculty Council is planning to meet prior to the start of the Convocation. Data Committee identifying what data should be captured and how to work with MEES.

r. Holly Bamford, Distinguished Alumna Award

Houde

Following discussion, it was unanimously decided UMCES will establish a Distinguished Alumna Award with Dr. Holly Bamford being the first recipient. Guidelines need to be developed for the selection process for future awards. Nemazie will contact Bamford.

2. Information Items

Miller is a recipient of a Regents Award with the presentation at Friday's BOR meeting.

a. Directors' and Vice Presidents' reports

Directors and Vice Presidents

Roman. Alyson Santoro is a recipient of an Alfred Sloan Research Fellowship, the prize provides \$50,000 annually for two years. Are presently interviewing six candidates for faculty positions, seminars will be over IVN. Faulty valve resulted in an oil tank overflowing behind AREL spilling nearly 1,000 gallons of oil. Thanks to Ray Cho and Jeff Miley for a job well done in dealing with the oil spill. Questions have been raised as to why we are seeking accreditation and concern for funding. Three fireside chats have been scheduled with the Conowingo as the main topic.

Hill. IMET received 2 of the 15 Maryland Industrial Partnership awards of the last round, Hill received one of the MIPS grants. Met with National Aquarium development staff on ways to raise funds for new building. Had excellent visit with BOR member Gary Attman. Discussed new building, he was very engaged and wants to see the conceptual drawings. Attman has a meeting with Chancellor and plans to bring this up. He is also excited about the IMET Environmental Biotechnology Incubator. Hill is working with Nick Hammond, Program Director of the Ratcliffe Environmental Entrepreneurs Fellowship Program. The program received \$600,000 funding over three years with the possibility of additional funds. The program is now in its second semester with one student already receiving seed funds to help him start his company. IMET now offers Baltimore Entrepreneurship Office Hours to promote formation of new companies. Additional \$180,000 over two years has been given for Incubator by the Ratcliffe Foundation.

Moser. No report.

Balcom. Johnson Award will be held April 16. A reception to welcome Eric Davidson will be held at AL on June 1. The UMCES Executive Council meeting will be held June 2. Freedlander and Roman met with the G. Unger Vetlesen Foundation in New York. They asked how HPL is different from WHOI and Lamont-Doherty. It was recommended they should meet with McCormick. Meeting is being arranged for representatives from the G. Unger Vetlesen and Ambrose Monell Foundations to visit UMCES.

Dennison. Search for accountant is underway. As part of the Vice President review, a series of town hall meetings has been scheduled at all laboratories and Sea Grant. IAN will organize this

year's MEES Colloquium and will try to bring in Ricky Arnold. Dennison is teaching an on-line science class this fall.

Miller. Bailey and Secor have received funding. Tamburri barge will be in Baltimore. Engage Abby Hopper. Science for Citizens Seminar Series is going well.

Davidson. Offer has been made to a candidate from UCLA for the Assistant Professor evolutionary ecologist position. Three candidates are being interviewed for the ecosystem modeling position. Search for Coordinator of External Affairs is underway, have already received applications.

b. Commencement Plans: Ceremony at Faculty Convocation, May 1 Houde
Twenty students will receive joint degrees, eight have indicated they will participate in the UMCES commencement. Gift selections are being discussed. Paynter expressed concern about having two commencements, one at UMCES and the other at UMCP. Paynter will attend UMCES commencement and will offer some remarks.

c. AAAC Retreat at CBL in August 2015 Houde
AAAC Retreat will be held at CBL on August 12-13, unfortunately, Director Miller is not available. Will request to have R/V Carson available.

USM Environmental Summit will be held on April 17 at UMCP. Boesch will distribute information.

On April 15 Roman, Boesch, Miley and Cho will meet with Secretary Rhee to discuss HPL's solar generation field project.

Note 1. The candidate to whom we have offered our Evolutionary Ecologist position has indicated that our computing facilities here at AL will be strained by his computing needs. It is likely that the person filling our second position, and Ecological Modeler, will also have significant computing needs. We need to plan now for expanding our computing capacity. Should each lab continue to operate independently in this regard, or might there be some E&E to be gained by upgrading to a much more powerful facility to be shared by all of the UMCES labs?

Note 2. After having completed my reviews of all AL faculty, I have noted a common theme among many (although not all) faculty that they are taking a "wait and see" attitude towards teaching commitments. They want to see what the curriculum revision will bring before making new investments of time and energy into developing new courses. In most cases, I believe that this is a genuine concern, although in a couple of instances I think it might be a good excuse for procrastination. In any case, it is difficult for me to encourage stronger teaching commitments when the curriculum revision is still clouded in uncertainty. I believe it would be wise for us to discuss how quickly progress can be made and what we should do in the interim. I recall that Tom Miller was concerned about the process by which the Land Margins course was dropped, which is a somewhat different but also somewhat related issue.

University of Maryland Center for Environmental Science

Executive Council Meeting

Appalachian Laboratory

June 2, 2015

9:30 a.m.

Attending: Boesch, Dennison, Kropp, Balcom, Houde, Roman, Miller, Davidson, Nemazie (by skype)

Item	Discussion Leader
<p>Topic A. Promotion and Tenure criteria*</p> <p>Boesch summarized this year's promotion cases and expressed his difficulty in evaluating each case. Boesch will develop a report on the four criteria to be addressed throughout the review process. Draft will be sent to Directors. Once finalized Lab Directors will discuss with their faculty. A checklist of materials that are to be included in promotion/tenure packages will be crafted. Review of teaching was discussed. Promotion evaluations performed by many faculty needs improvement. All evaluations submitted to the Review Committee should be signed. Promotion review could be an issue for the next Convocation. Three-year reviews needs to be strengthened. Would bringing in a mentor to help with reviews be beneficial? For new faculty and those just promoted they need to understand teaching expectations. How much are faculty supposed to teach? Are they to teach at all? How does this work with the workload metric? What areas should be more weighted than others?</p> <p>Council of University Presidents recent meeting discussed library systems and the proliferation of open access and predatory publishing.</p>	<p>Boesch</p>
<p>1. Discussion Items</p> <p>a. Comprehensive Review process</p> <p>One of several who underwent comprehensive reviews this year, elected to undergo a Comprehensive Review by Committee although he was exempt from a review by committee due to past stellar ratings. As Lab Directors find Comprehensive Reviews by Committee a helpful tool in advising faculty, it was proposed all eligible faculty undergo a Comprehensive Review by Committee, regardless of ratings. Letters from peers would also augment the advising process. Charge to the Comprehensive Review Committee requires strengthening.</p>	<p>Roman</p>
<p>b. UMCES FY16 Compensation Guidelines</p> <p>Guidelines are same as last year with the exception of changes in reporting requirements. FY 2016 budget does not allow for merit, COLA or inequity increases. Limited funds are available for retention of faculty and critical staff. After granting 2% of our total FTE (five for UMCES) retention increases, all additional requests require permission from the Chancellor. All retention requests must be submitted to the President for approval and requires one of the following: written offer from another institution/employer; written correspondence from another institution/employer that employee is being recruited; documentation that the departments has experienced retention problems and may lose key employee; or other strong evidenced that we are going to lose employee. The Governor will be watching this closely. Distinguished ranking requires President's prior approval.</p>	<p>Kropp</p>

c. Fellowships—use of term/UMCES practice

Kropp

UMCES students who are supported by fellowship funding are not treated as a true fellow. We do not pay fellows as fellows. Fellowships have no obligation for service, are not paid through payroll, tuition and health insurance not automatic, and may be tax exempt per IRS regulations. Graduate assistantships have an obligation for service, are paid through payroll, tuition is at in-state rate, health insurance same as other employees; are not tax exempt. The title “Scholarship” faces the same concerns as fellowship. There are advantages to using “Assistantship” in place of fellowship or scholarship. For UMCES administrative purposes fellows will be called Graduate Research Assistants. Kropp will draft letter to fellows to be reviewed by Houde and sent by Boesch.

d. CauseNetwork—online fundraising platform

Balcom

Nick Hammond met founder of CauseNetwork. CauseNetwork is an advertising and commerce clearinghouse for tax-free donations. This is a new approach for consumers to support a cause that matters to them. Consumers receive discounts and rewards to online stores. A percentage of everything purchased through the website will be given back to the cause identified on the website. UMCES or any other nonprofit institution has the opportunity to purchase through these online stores, 5% would come back to UMCES, if we are selected. IMET has agreed join first. Since our focus is on the environment, companies that are more aligned with our mission may be promoted. Discussion of local business partnerships was discussed.

e. Toward goals and a strategy for the Capital Campaign

Balcom

Strategy and goals for UMCES’ Charting a Course Campaign was discussed. The goal is to raise \$25 million over seven years. Monk is very interested in this campaign and feels this is something BOV will want to be involved with. Balcom will prepare a draft case statement and will send to Executive Council. Last campaign raised \$8.2 million. Priorities identified thus far are student support, faculty research and development, and program innovations.

An orientation meeting bringing together the labs’ development staff, Pelsinsky, and Nemazie will be scheduled as soon as feasible.

f. Board of Visitors—resignations and rotation of members

Balcom

Paul Fischer has indicated he will step down at the conclusion of his three-year term as he feels this opens up an opportunity to bring in new blood. Following his departure, the Commercialization Committee will be chaired by David Wallace. Mike Dreisbach has also indicated he will step down as he is heavily committed to other boards and business enterprises. He has expressed his continued interest in AL. There is need to reengage the Nomination Committee. Chairman Monk has suggested Holly (of the Gudelsky family) and George Stone as potential board members. Other suggestions are Mitch Neitzey, Nina Houghton, Keith Campbell, and Ian MacFarlane. Balcom has asked for names of potential board members including names of those located outside the lab’s immediate region. Boesch had a good meeting with Charlie Monk.

90th anniversary celebration plans are moving forward well. Have already received sponsorship commitments totaling \$10,000. This will not be a sit down dinner rather heavy hors d’oeuvres, drinks, music, lab posters. Save the Date card has been mailed.

Balcom and Nemazie had good meeting with Alexander Nunez, BGE's Vice President for Governmental and External Affairs. Have submitted request to BGE for a donation in support of our 90th celebration.

Submitted proposal to Abell Foundation requesting \$180,000 to support an incubator manager to work with Hammond, but was denied.

France Merrick endowment is at \$1.6 million.

g. Discussion with Board of Visitors Chair Boesch
Previously discussed.

h. MSCHE Self Study status Houde
Self Study is moving forward. First four chapters have been sent to Steering Committee with feedback by early June. Other chapters are in draft form but are more complex and difficult. Timetable has been revised. Goal is to have full draft by mid-August and final to Self Study Chair in September. We will not meet the Commission's fall deadline, next date is March 2016. Houde will send notice to all who should participate during the Evaluation Team visit.

i. Accreditation Houde
Previously covered.

j. Working relationships with the Hogan Administration Boesch
We are engaged in a number of ways with new administration--Chesapeake Bay Cabinet, MD Climate Change Commission and BayStat. Climate Change Commission has been active. It is now a statute naming Boesch as one of its members. Recently DNR has laid off several key staff one is Tom O'Connell which is a huge loss for UMCES. Mark Belton stopped by CA for a brief visit prior to attending a meeting at HPL. Bay Cabinet is reorganizing and will be co-chaired by DNR and MDE. One member on the Bay Cabinet not being asked to return is the Dean of UMCP College of Agriculture and Natural Resources. Seek opportunities to become engaged with the new administration and look for opportunities whereby they will visit UMCES. Boesch recapped recent Bay Cabinet meeting.

2. Information Items

a. Directors' and Vice Presidents' reports Directors and Vice Presidents
Roman. Faculty Searches—4 recommendations. Have offered Assistant Professor position to Jamie Pierson. Bill Orsi and wife are returning for second visit as is Sairah Malkin and her husband, Greg Silsbe, who is also interviewing for a faculty position. Kersey Sturdivant declined offer. Meeting soon with Alyson Santoro and Nick Nidzieko who are leaving HPL for WHOI. Fireside chats have concluded, approximately 100 attended. Met with Cooperative Oxford Laboratory Director Suzanne Skelley on developing workshop. NOAA Administrator Kathy Sullivan is visiting HPL on June 25 to discuss restoration with Elizabeth North, a boat trip is also planned. Met with Kristen Greenway, Director of the Chesapeake Bay Maritime Museum to discuss oysters and new buoy. Visitors from Brazil were at HPL for three months. Following their return to Brazil, they have submitted a proposal on Guanabara Bay that might lead to an MOU. Two students from Brazil have requested to visit HPL.

Houde. The Chancellor's Office has requested information on interactions with Cuba, Alyson Santoro's name was submitted. Funds for perspective students were discussed.

Miller. Li has new NSF grant. Secor's book *Migration Ecology of Marine Fishes* has been released. Participating in Patuxent River Conference which will be held June 18-19 at Jefferson Park. Bernie Fowler's wade in is June 14. MEES Curriculum hurdles have been removed. Will submit proposal to Beise by end of July for her review. Proposal will then go to College of Computer, Mathematical and Natural Sciences for their review and comments followed by a review of the whole university with a decision by the end of the fall semester. Earliest to teach courses is Fall 2016. Boughman has offered her support. The proposal process was discussed and it was felt that College Park is almost treating this as a new UMCP program. Houde said Evaluation Team will be very interested in how MEES is evolving.

Dennison. Have hired accountant, Karen Luffman, she will be based at CA. Intern Dylan Taillies started today. Annapolis Office has been reorganized. Thanked Lab Directors for their assistance in the facilitation of town hall meetings. Releasing the Long Island Sound Report Card on June 8. Dave Nemazie and Simon Costanzo are in the Philippines working on the Laguna de Bay Environmental Health report card workshop. Knauss Fellows Science Communications Course will be held at HPL. Hawaii Forest Birds app is close to a release date.

Kropp. Governor Hogan has launched "Maryland Unites: Day of Service." As part of the day of service state employees will receive four hours of paid leave. System Office asking if we should participate.

Davidson. Pleased to inform Nelson and Fitzpatrick of their recent promotions. Has submitted recommendation to Boesch to offer Assistant Professor position to Xin Zhang. Very good candidates. Hilderbrand received grant for stream restoration which will also bring in a new student. Soon may have eight students. Davidson has hired two post docs. Interviews are being held for the Coordinator of External Affairs position. Along with Elmore and Hilderbrand will try to launch a report card for the upper Potomac. Davidson participates in Climate Ride—a bike challenge where the funds go to a favorite charity. This year the funds he raises will be directed to AGU and UMCES. He will send information regarding the ride and forming an UMCES team. He is looking for supporters.

Balcom. Lab Directors should send potential initiatives for UMCES' new "Charting a Course Fundraising Campaign." A draft statement will be prepared for review and comments. Hill received an RFP for nominations for the Renewable Natural Resources Foundation 2015 awards, Boesch was nominated. Kirwan has a home at Deep Creek Lake as does the former chair of PEPCO. Will add their names as possible contacts for working with UMCES in the future.

Boesch discussed with Kirwan the idea of asking Chancellor-elect Caret to meet with the UMCES Executive Council, he thought it was a good idea. Will try for the October 6 meeting.