

CORRECTED MINUTES
College of Biological Sciences
Executive Committee Meeting
Friday, October 10, 2008 – 2:30-4:00 p.m.
223 - Life Sciences

Present: Bodine (chair), Burtis, Erickson, Grosberg, Kaplan, Schreiber, Singer, Strauss, Wienert (staff), Wingfield, Wainwright (for Turelli). **Absent (excused):** MacDonald, PLB representative

Chair Bodine convened the meeting at 2:30 p.m.

Approval of the minutes:

Minutes of the May 23,, 2008 executive committee meeting were approved as submitted on June 27, 2008 (via e-mail communication with 2007-2008 committee members).

Announcements:

Introduction of new members

Chair Bodine introduced the new executive committee members; Sebastian Schreiber, John Wingfield, Peter Wainwright (substituting for EVE representative Michael Turelli), and Rick Grosberg, vice chair-secretary.

Meeting schedule

2:30 – 4:00 once a month on Fridays. The schedule is posted on the EC SmartSite. All agendas, meetings minutes, discussion papers and announcements are posted on the SmartSite.

Alternates for department representatives

Chair Bodine encouraged department representatives to send an alternate from their department when they are unable to attend and to let M. Wienert know so she can provide the alternate with an agenda.

Representation on Academic Senate committees

CBS is not well represented on the Academic Senate committees. Brian Mulloney is the chair of the Committee on Committees. We have one representative on the Committee on Academic Personnel, Greg Recanzone, who is starting the second year of a three year term. Michael Turelli is on Planning and Budget.

Action: Bodine suggested that we encourage people to participate so that CBS has more representation in the Academic Senate.

Comments:

- Grosberg commented that he sat on the Committee on Committees last year and that it was rewarding as far as learning how the university works.
- Bodine - this year the Committee on Committees will nominate the three UCD faculty that will sit on the search committee for the Chancellor.
- Grosberg - the Committee on Committees tries to seek a balance of representation from different disciplinary areas. There are nine members on CAP and that covers the whole campus including SOM. COC proposed to the Academic Senate when they met with CAP that they consider expanding it by three members to provide broader coverage and CAP was strongly opposed to it.

Chancellor Search

UCD and UCOP are forming the advisory committee for the Chancellor search. Representatives will be here on campus on October 23rd. The committee is composed of five Regents members, three UCD faculty members elected by the Committee on Committees, and two other UC faculty, one from a sister campus and the other is usually the chair of the Academic Senate. Then there is a UCD graduate and undergraduate

representative, a staff representative, and representation from the Cal Aggie Alumni Association and the UC Davis Foundation. The committee will meet with the Chancellor, the vice chancellors, the executive council of the Academic Senate, the Council of Deans and various representatives to get an idea of what campus is looking for. Bodine will be at one of the meetings as a representative on the executive council and Dean Burtis will be at one of the meetings with the Council of Deans. After that campus has very little input. The committee will come up with a list of names and submit it to a search firm. To protect the applicants, the search is handled with complete confidentiality.

Faculty who have input can email Sue Bodine or Dean Burtis. Next week [week of 10/13/08] campus will identify the three UCD faculty representatives who will serve on the advisory committee. Bodine said it was her understanding that the faculty representatives can be very influential. Ultimately President Yudof has the final say. The best people to forward input to would be the three CUD faculty representatives. **[Note: On 10-14-08 Maril Stratton sent email notification to the deans identifying those named to serve on the advisory committee. UCD faculty representatives are *Linda Bisson, Viticulture and Enology, Margaret Ferguson, English, Robert Powell, Chemical Engineering*]**

[10-14-08 email to the deans from Maril Stratton

- UC Regents Russell S. Gould, Bonnie Reiss, Fred Ruiz, Leslie Tang Schilling and D'Artagnan Scorza;
- Faculty representatives Mary Croughan, chair of the Universitywide Academic Senate and UC San Francisco professor of obstetrics, gynecology and reproductive sciences; Robert Powell, chair of the UC Davis Academic Senate and chair and professor of chemical engineering and materials science; Linda Bisson, past chair of the UC Davis Academic Senate and the Maynard A. Amerine Endowed Chair in Viticulture and Enology; Margaret Ferguson, chair and professor of English, UC Davis; and Michael T. Clegg, UC Irvine professor of ecology and evolutionary biology;
- Staff representative Peter Blando, chair of the UC Davis Staff Assembly and business services manager for Communications Resources;
- Academic Federation representative Michael L. Johnson, Ph.D., vice chair of the Academic Federation and associate director of the Center for Watershed Sciences, UC Davis;
- Student representatives James Hodgson, Graduate Student Association chair; and Ivan Carrillo, president of the Associated Students of UC Davis;
- Alumni representative Patrick Blacklock, Cal Aggie Alumni Association president and dean of careers and technology at Cosumnes River College;
- UC Davis Foundation representative Michael Chapman, M.D., past chair of the foundation and former chair of the orthopaedic surgery department, UC Davis; and
- Ex officio members of the committee -- President Yudof, convener of the committee; and Richard C. Blum, chairman of the UC Board of Regents.]

Task Force Report on Administrative Growth at UC Davis

There were 11 recommendations / suggestions from faculty. The biggest faculty complaint was about the Office of Research. As a result there will be a review of the Office of Research to "commence shortly". [Both the Task Force Report and the Provost's response are posted on the EC SmartSite.]

School of Nursing

Heather Young is the newly appointed associate vice chancellor for the School of Nursing. She is from the Oregon health science system. The reason this is relevant to us is that in addition to a Masters and Ph.D. program the School of Nursing is planning to set up an undergraduate major in nursing. The students will spend their first two years on the general campus and their second two years on education specific to nursing. Heather Young sees the College of Biological Sciences having a major role in the education of these students. There are both lower and upper division courses she would like nursing students to take.

Discussion:

- Committee - Will we have a large increase of new students coming into the college or will it be a realignment of current majors?

Bodine – we have a lot of undergraduates already who are pre-nursing.

- Committee - We should contact Fred Wood, AVC, Student Affairs, and find out the process to establish the nursing undergraduate major in a school as opposed to a college.
- Burtis – There would have to be money to go along with a student increase over 1%. We turned down an extra 100 students last year. There would be resource issues that would have to be worked out.
- Bodine – Their first majors will be the graduate majors [in the School of Nursing]. The undergraduate major would come after that and it all has to have Regent's approval so it could be years.

Action: Ask Fred Wood, VC Student Affairs, what the process is for the School of Nursing to set up an undergraduate major in a school rather than a college.

Old Business:

Fundraising

Last year the executive committee talked about fundraising efforts within the College and creation of a sub-committee to take on some of these issues. Unfortunately the sub-committee never met and EC and Dean Burtis would like to revitalize it. The sub-committee will assist Dean Burtis in developing goals that the college might establish to get some private money.

Discussion:

- Bodine - Dean Burtis would like to get a short description from every faculty member of what their research interests are.

Burtis - Part of every outreach effort that we do is to try to get people interested in what we are doing. We need an accessible paragraph that is written in a form that tells them how our research matters to them.

- Grosberg - suggested that the development sub-committee get faculty together or have a faculty meeting and identify projects or programs that core groups of faculty would be interested in and coalesce around those projects rather than using the more traditional ways of fundraising.

Burtis – We could raise money for specific projects.

Grosberg – Example - A \$50K item that could attract K-12 classes to the College. Get a few smaller projects done rather than just working on large endowments.

- Committee – Would large companies be interested in making donations towards a fund that would provide support for graduate students with the stipulation that they teach?

Burtis – The undergraduates seem to be the ones that pull on the heart strings but grad students are the ones we need to support. At UCLA they bundle them and they ask for donations for a partnership between a graduate student and an undergraduate student. They say that most of the undergrads working in a lab are working with a grad student. If there weren't enough grad students that wouldn't happen anymore – so donors are asked to support this effort. 20% of the money went to the undergrads and 80% went to the graduate students. We need to package requests so that we don't sound like we are asking for funds that the State should provide.

A possible name for a support effort for grads and undergrads could be “Research Mentoring Program”.

We should acknowledge the contribution that grad students make to undergraduates.

Action: Set up Development Sub-committee meeting.

Elimination of duplicate email and seminar announcements

Ken Kaplan and Hemang Patel (MCB) have nearly completed an RSS feed system for seminar announcements. The feeds work with browsers, Outlook and iPhones. Kaplan sent the executive committee members instructions for set up on our computers so we could test it. The next step is for Kaplan to meet with staff who sends out announcements to discuss implementation.

Action: Wienert will set up a meeting before the end of the month.

New Business:

Dean search

Bodine - Ken Burtis' term expires at the end of this academic year (7/31/08). Dean Burtis suggested that the executive committee send a letter to the Chancellor asking for his plan to replace him (Burtis) because he [Burtis] has not heard anything. We have two options. We can advise the Chancellor as to what we think he should do, e.g. have a formal search or extend Burtis term, or we could ask him what he plans to do.

Discussion:

- Committee - The practicalities are that three years ago when Dean Burtis was appointed the fiscal constraints were far less than they are now and it was decided then that we **not** go ahead with a search because we have little to offer an outside candidate

We need to find out what out what the policy and procedure is.

Action: Bodine will write to Chancellor and ask him what he is planning to do.

Action: Bodine will find out what the policy and procedure is under the circumstances where no formal dean search was performed when Burtis was appointed for a three year term.

Action: Bodine will ask Dean Burtis what he would like to do.

Academic Plans

The College Academic Plan for 2009-2014 is posted on the web. [Pages 42-45 contain the proposal for a CBS Research Honors Program. http://biosci.ucdavis.edu/about/academic_plans.html](http://biosci.ucdavis.edu/about/academic_plans.html). Burtis and Bodine have academic plans from the other colleges for anyone who would like to see them. Not all colleges posted their plans on the web.

College planning

Exercise Biology - CBS will need to consider how to contend with college growth. EXB is currently taking steps toward declaring Exercise Biology an impacted major and potentially decreasing the size of the major by half. EXB will reduce the number of students coming into the major next year and also impact the number of transfer students coming into the major by setting criteria for entrance. Burtis received data from admissions showing that ~half of the freshmen students coming into the EXB major leave the major. Most of the EXB

majors are transferring in from other majors after they are admitted as freshmen. Most of the transfers into the EXB major come from undeclared life science, BIS, BCH, and NPB majors. Some come from outside the college. *Some form of gateway into the major may be a more effective way to control growth.*

Action: Provide Dean Erickson with a copy of the CA&ES Academic Plan.

Freshmen gateway into CBS majors

Last year the executive committee discussed a freshman gateway into majors. All students could be accepted into the Biological Sciences major and then after they have completed their second year students could apply for the individual majors. There would be specific criteria set to get into the majors based on GPA and completion of specified courses. **Bodine asked EC if they want to consider all students coming into the college as Biological Science majors and creating gateway criteria for entry into the other majors.**

Discussion:

- Faculty could choose to give priority to students in their own major for enrollment into specialty and upper division lab courses with those courses restricted to major students and offer alternative courses to other students. Microbiology has just initiated a new bifurcated laboratory (MIC 101L & 102L). The 101 series was intended for the pre-professional students who require a Micro course to get into nursing, dentistry and pharmacy schools – they've cleared it with the various nursing schools. MIC 101 has one lab per week instead of two and it pulls those students out of 102.
- Dean Burtis cautioned that inability to be guaranteed admission to a particular major, if it is something that is also offered on another campus, might drive student choice, particularly and paradoxically in the upper echelons where they don't have to worry that they wouldn't get into the major. Nonetheless, being the overachievers that they are, they are concerned about waiting two years to find out – it might drive some of our top students to go elsewhere.
- Committee - What if we made Exercise Biology a pre-med major and shrink it by gating it?

Bodine - There has been a discussion of changing the name to Physiology and then taking NPB and making it one big major with tracks.

- Committee - The most significant problem with the EXB major is that there is not enough faculty to teach it. If you made it a broader major then more faculty could teach it.

Bodine - If we combine all the resources then we would have more faculty to teach it. There are still two labs that are major resource problems, NPB 101L and EXB 104L. We can only teach so many lab courses. If there is a lab requirement we still have the same problem unless we gate the students coming in.

- Could NPB develop another class like MIC did for those students who don't need anatomy?

Bodine - Pre-meds don't need an anatomy lab. They don't even need anatomy – they want to take it so we could teach an anatomy course that didn't have a lab for the students that want it but don't need it and then there are those that need a lab. Physiology is a requirement for the major.

- Burtis - Plant Biology has the opposite problem. They are down to 22 majors – they have shrunk from 30 down to 22. They have been 50, 40, going down to 30 over the last decade. There is a question of how to get more Plant Biology majors. All of the majors require a certain group of upper division specialty classes that have to be taught whether there is one major or 1000. If anyone has ideas [please let EC know]. We have been doing some outreach. Students can go to med school just as easily with a Plant Biology major as a Physiology major but there is no marketing effort going towards it
- Committee - There is a vague sense of an imbalance in the college between areas that are heavily impacted and other areas that are not. Have we ever tried to look for help from one part of the college to the other?

Burtis - Teaching help flows across the boundaries all the time so the faculty with the smaller majors like Microbiology, Evolution *Ecology and Plant Biology are doing the heavy lifting in the BIS 2 series. So the SCH are flowing back and forth across the college. The only place it really matters is the specialty, upper division courses just represent a commitment on the part of the college to say you can have that major and teach it even though it will utilize up to five faculty.

- Most of the specialty upper division course are offered alternate years which doubles the number of students.
- EVE majors number in the 100's. Cell Biology has started growing – it broke 100. Genetics has been dropping. It peaked at about 350 the year Scott Holly left and it has been dropping ever since.
- Committee - Are there career opportunities on the CBS web site?

Burtis - There are but I don't think we do a good enough job of that. Marcia and Bethany are working on making the board outside a better resource.

Action: Create a comprehensive list of career opportunities available to our students.

Suggestions for agenda items and discussion topics for future meetings

General College planning.

The growth of the college.

Where the students are going.

Replacement of retiring faculty.

Comments:

- Burtis –The campus is facing possible additional budget cuts of 23 million for the campus. We know we are not doing any hiring this year. It is looking like four or five retirements this year. To fill the gap we will have to hire more temporary continuing lecturers for the time being until we can hire more faculty. We'll have a slightly greater fraction of temporary teaching than maybe we historically would have wanted.
- Burtis is serving on a committee looking at all of the centers and ORU's to see if some of them have outlived their usefulness and should be pruned. Programs that take a lot of money and are not associated with large grants are being looked at for permanent future budget cuts.

Proposal for honors program

A proposal was developed for a CBS research honors program. The program has not been implemented. We are trying to find a champion for this program and institute it.

Discussion:

- We need to define the purpose of the Honors Program.
- Would the Honors Program be something an undergraduate might consider as an attraction to becoming a BIS major? How does the college want to recognize undergraduate research?
- How does the college create a formal program that takes the best and brightest freshmen and gets them involved in research at the beginning of their academic career?
- The current draft proposal is not strong enough. CBS should do it in a big way where they are all together in a dorm where they build camaraderie and have them take courses together.
- Our program must be distinguishable from the Davis Honors Challenge. The program should target students with high GPA's willing to take on additional work and instill the idea that they are special maybe by offering research projects and more personalized experiences.

Action: Wienert will send copy of Honors Program to EC members and put it on the agenda as old business for the next meeting.

Extra faculty workload

Compliance issues are overwhelming. The creation of rules without consulting faculty is an issue, e.g.

- My travel
- PI sign off

Action: Develop letter to AS from EC with bulleted list of extra work.

Committee motioned to adjourn at 4:10 p.m.