

Faculty Meeting Minutes (Open session)

February 8, 2021 | 3:45 – 4:45 pm | Benson Hall, Room 109- ZOOM

Attendance:

Meeting start: 3:45 | Adjourn 4:48

Faculty Present (blank=absent)

Department Chair, Jim Pfaendtner - Present

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|-----------------|---------------|-----------------|---|-----------------|---|-------------------|---|
| Stu Adler | Kyle Caldwell | Vince Holmberg | P | Rene Overney | P | Stephanie Valleau | P |
| François Baneyx | P | James Carothers | | Samson Jenekhe | P | Lilo Pozzo | P |
| David Beck | P | Chad Curtis | P | Mary Lidstrom | | Buddy Ratner | |
| John Berg | P | Cole DeForest | P | Jun Liu | P | Daniel Schwartz | P |
| David Bergsman | P | Hugh Hillhouse | P | Elizabeth Nance | P | Eric Stuve | |
| | | | | | | | |

Others Present

| | | | | |
|---------------|--------------------|----------------|--|--|
| Debbie Carnes | Dave Drischell | Nicole Minkoff | | |
| Nicole Devine | Andrea Gleichweith | Aileen Trilles | | |

AGENDA

- Announcements and new business – Pfaendtner
- Postdoctoral Scholar grievances – Aileen Trilles, COE AHR
- Faculty Candidate Discussion – All

Aileen will present first due to her schedule.

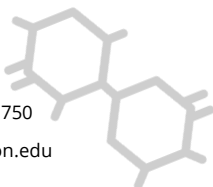
Postdoctoral Scholar grievances – Aileen Trilles, COE AHR

Aileen is the Human Resources Director for the COE. Her presentation is titled “The UAW 4121 Contract and How to Avoid a Grievance”. She discussed best practices around academic student employees (ASE) focusing on TAs, RAs, and GSAs, not postdocs. This differs from the agenda item title above. Andrea will send out the presentation slides.

There was a discussion after Aileen’s presentation.

Lilo asked what constitutes a 20-hr per week workload. What is the balance between the research credits and the workload? Aileen said the research credits are their academic work and are separate from the workload. The workload hours is the time spent actually being an RA, which may have overlap. It can be difficult to distinguish the two in some cases. It is important to have regular communications with your RA about the time they are spending on their work. One suggestion is to document the hours.

Jim said there is no record of a grievance in ChemE. Aileen confirmed this and assured faculty that a grievance is ok, it is an opportunity for communication. There is protocol to follow. Jim reminded anyone to reach out to Aileen or other faculty with questions. Aileen left the meeting.



Jim stated that it is great that there is no record of any grievances being filed in ChemE, and that it is a collective effort by all faculty and staff. It is a strong indicator of how well the department approaches working with students. And the ChemE students are very involved and active in the UAW, they are well informed about grievances. If there were issues, the department would probably hear about it.

Lilo said there is potential for a grievance, and faculty need to pay attention to the number of credits students are enrolling in. The advisors are doing a great job. If a student does not enroll in sufficient credits, they may exceed the 220 hours. They must be enrolling in a minimum number of credits that is a combo of research and courses. Reach out to Cole or Jim if you need more information to communicate with your graduate students.

Announcements and new business - Pfaendtner

- PhD student Sarah Alamdari received an award from ACS Chemical Computing Group for excellence in her graduate research
- Concern about senior job prospects - Nance
Elizabeth referred to emails from Nicole M and Dave D about advising seniors, the deadline is 2/19 for students to add. Please talk about job prospects with seniors. This was a concern that emerged from the recent Town Hall Jim had with the seniors. The department has a lot of resources for employment. Let them know these resources are available and they can talk to the advisors too.

David B asked if the students will have access to these resources after they graduate. Nicole M said they will have access to the Career Center and Handshake, and they are allowed to stay on the undergrad resources page for a while. And if someone wanted to stay on longer, they can. The Career Center reports that there are a lot of job postings.

Jim reminded faculty to advise their students to treat looking for a job as a job itself. They should put it in their schedule, and use the available resources. Jim said the department does not have job placement statistics from last year.

- CEP seeking syllabus examples to be shared with syllabus template, 2/15 deadline - Nance
The Council on Education Policy (CEP) wants to use these to guide new faculty on what info could be useful to provide to students. If there are examples of a syllabus you found very effective, you can submit them by 2/15. Jim will send an email when he receives it about where to send your syllabus.
- Grad recruiting reminder: record and upload 3 min research video to Google Team Drives by 2/15 (info in 2/1 email from Cole)
This is asked of all faculty, whether or not you intend to recruit, to highlight the research areas within the department.

Jim recently did this for Chemistry and can share the slides he used. These videos will be important since recruits are exploring programs asynchronously.

Faculty Candidate Discussion - All

A discussion of faculty candidates took place.

The meeting adjourned at 4:48.