

# ***Minutes of Departmental Committee Meeting***

*1:30 Tuesday, December 13, 2016, Room 9341*

(Professors Berry, Bertram, Brunold, Burke, Burstyn, Choi, Coon, Cui, Ediger, Gellman, Hamers, Hermans, Jin, McMahon, Moore, Nathanson, Schmidt, Shakhshiri, Stahl, Weisshaar, Wright, Yoon, Zanni attending.

(Cheri Barta, Arrietta Clauss, Libby Dowdall, Bob Duessler, Pat Egan, Ilia Guzei, Jeanne Hamers, Kristi Heming, Char Horsfall, Paul McGuire, Steve Myers, Jeff Nielsen, Vanessa Orr, Matt Sanders, Bob Shanks, Alan Silver, Cheri Stephens, Karen Stephens, Cecilia Stodd, Glen Thurston, Martha Vestling, Chad Wilkinson also attended.)

## ***Open Session***

**Minutes of the last meeting (12/13/16) were approved on a voice vote.**

### **Announcements and Reports**

#### **Safety Update**

Jeff Nielsen related that in his view the CHOs are doing a good job. They are being proactive about safety in their labs; the system is working well.

Safety also includes keeping things tidy in the offices; some of our student offices are “well-lived-in”. Students need to think about taking care of trash.

Electrical safety – we are blowing too many fuses, often because of multiple small appliances plugged in. We really only need 1 microwave, 1 coffee pot, etc.

A reminder that the break rooms are Departmental (not group) space.

Custodial crew found a plastic container full of used syringes in the dumpster. It did not have a cap on it and was not labeled. [Ed. Note: See “Laboratory Waste Disposal in Chemistry” under “Forms and Protocols” at <http://chem.wisc.edu/content/safety>.]

Having an unlabeled container of waste in the hood is a violation of EPA regulations. Put a lid on any jar you use for waste, and label what the contents are. We can be fined.

Ive Hermans related that the number of incident reports is going down.

Jeff reminded the Department that the response when ANY student passes out (whether they want this or not) is to call 911.

#### **Awards!**

Bob McMahon announced the awards that we have learned of since our last report.

Karen Stephens has received a College of Letters and Science University Staff Award.

Ron Raines was elected a Fellow in the National Academy of Inventors, and also received the Vincent du Vigneaud Award from the American Peptide Society.

Tracy Drier received the 2017 Wisconsin Local Section of the ACS “Local Section Outreach Volunteer of the Year Award.”

Dan Rich received the Meienhofer Award for Excellence in Peptide Sciences from the Boulder Peptide Society.

JR Schmidt received a Chancellor’s Distinguished Teaching Award.

Cathy Middlecamp received the Emil Steiger Distinguished Teaching Award.

Brian Esselman received the Harvey Spangler Award for Technology Enhanced Instruction from the College of Engineering.

John Berry was named a Romnes Faculty Fellow for 2017-18 by the University.

Randy Goldsmith received the Journal of Physical Chemistry ‘C’ Lecturer Award.

### **Administrative Update**

Pat Egan reminded the Department to turn in travel itineraries right away when you make reservations using the Department Travel Card. We do NOT automatically get a copy of that.

You can take vacation at the beginning or end of a trip the University pays for, but you MUST get a cost comparison (AT THE TIME THE RESERVATIONS ARE MADE) showing what the cost of the trip would be without the extra travel.

Student hourly employment is limited to less than 30 hrs/week over any 90-day period.

Faculty, if you know how you'll be appointing yourselves over the Summer, let us know soon.

### **Faculty Recruiting**

Tehshik Yoon reported that [Candidate X] has scheduled a second interview for March 16-17. [Candidate Y] is scheduled to come back next week, Feb. 20/21. [Ed Note: Candidate Y has since withdrawn from candidacy.]

Bob McMahon announced that we have now received permission to make five offers – the College is supporting us. They did note the shortage of women and minority candidates. It is not too early NOW to be thinking about how we can increase the pool of women and underrepresented minority candidates for the next recruiting pool.

### **Report on the Building Project**

John Moore reported that we are still waiting for someone (at the State) to sign off on the contract that will allow the design and construction of the new building to continue. In the meantime, work on analyzing the building for asbestos will continue. Pam Doolittle will start moving the Analytical labs over to MSC over Spring Break, and she will move entirely before the start of the Summer Session.

If you are lecturing for one of the large classes – classes that have previously been scheduled in Room 1351 or Room 1361 – you will be in a different place this Fall. You will also need to plan to function without (or with minimal) support from Jim Maynard.

Bob McMahon reported that it is clear the Chemistry Building is a priority for the Chancellor's fundraising.

### **Climate Task Force Report**

Judith Burstyn reported that the Task Force has been meeting, and will meet with the Chemistry Board of Advisers in March concerning climate issues.

### **Faculty Senate Report**

Judith Burstyn reported that the campus's post-tenure review process needs to be examined again because of changes inserted by the Regents. You can look at agendas and minutes at the SecFac website (<https://www.secfac.wisc.edu/university-committee.htm>).

The Governor's proposed budget contains \$42.5M in new money for the University, but it is tied to performance. In particular, faculty and instructional staff workloads will be examined. There is money for compensation increases, but that is tied to savings in health care costs due to self-insurance.

### **Preferential Department Chair Balloting Begins This Week**

Bob McMahon reminded the Department that we make a recommendation to the Dean as to whom we would like as the next Chair, but the Dean appoints the Chair.

### **Regents Departmental Teaching Award**

Bob McMahon announced that he had submitted the nomination, and sent copies to the Chancellor and the Dean.

## **Business**

### **Graduate Curriculum Committee Proposal on the Research Group Joining Process**

Steve Burke and Kyoung-Shin Choi presented the proposal (attached).

A statement in the original proposal read “Students and faculty are encouraged to openly communicate their mutual levels of interest prior to submission of the students’ ranked lists.” An amendment was proposed by Marty Zanni to include a clause that no open communication can occur until after October 1. This motion failed to receive a second.

Song Jin proposed an amendment that would have the statement read: “Students and faculty are encouraged to openly communicate their mutual levels of interest prior to submission of the students’ ranked lists, **with the understanding that no commitments may be made prior to the matching process.**” **This amendment was seconded and passed on a voice vote with no negatives.**

Following passage of the amendment, **the motion was passed on a voice vote with no negatives.**

### **Report on the Board of Advisers**

Bob McMahon gave a short summary on the purpose, history and makeup of the Board of Advisers.

### **Report on the Theoretical Chemistry Institute (TCI)**

Bob McMahon gave a short summary on the history of TCI. He pointed out that since Jim Skinner came to Wisconsin, the Hirschfelder Professor and the Director of TCI had been the same person, but that this was not a requirement. Since Jim’s retirement in December, we have appointed a Director for TCI – Ned Sibert – and we will now need to appoint the Hirschfelder Professor.

With no additional business brought to the Department Committee, the meeting was adjourned after a motion from John Moore and Jim Weisshaar.

February 20, 2017. MJS