

Chemistry Department
Academic Staff Committee Meeting

October 17, 2017 9:00 am

Committee Members:

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|-------------------------|---|--|
| Barta,Cheri | f | Undergraduate Research Coordinator |
| Bates,Desiree | f | Computational Chemistry Leader |
| Drier,Tracy | m | Master Glassblower |
| Driscoll, Kayla | f | Assistant to the Chair |
| Guzei,Ilia | m | Dir XRay Lab - CIC |
| Reitz,Tracey | f | Faculty Associate - CLC |
| Sanders,Matt | m | Executive Director |
| Schwartz,Michael | m | Director - Sustainable Nanotechnology Center |
| Shanks,Robert | m | Senior Instrument Technologist |

Highlighted members were present at the meeting.

Committee Charge

The charge of the committee is to coordinate award nominations AND serve as a forum for addressing other issues of concern to the respective constituencies. As Executive Director, Matt Sanders will be an ex officio member of the committee and will be liaison to the Finance Committee.

Agenda and minutes (thanks to Desiree and Mike)

Discussion of the committee membership:

- Could not find another person who can join for a couple of years.
- Matt Sanders will stay on the committee.
- Plan is to leave it vacant, but will continue to look for candidates. Could potentially add them mid-year.

Mental Health Resources:

- Move to next meeting for Matt to discuss.
- Andrea Larson—willing to take on staff and faculty questions. However, would want to make sure graduate students comfortable with this.
- UHS- Undergrad liaison.

Chemistry Conversations:

- Tracy emailed GFSLC—no response
- New Review Process at some point when Judith is available (talked about 2 weeks from toady).
- New online Review process (replacing PARS):
 - -2 reviews a year

- must be completed if either boss/employee are considered for raises (this rule is being enforced).
- next round of reviews will be using new system.
- o Talked about mechanism for cases where supervisor won't do the review or if there are concerns about their ability to do so.
- o Chemistry department looking to add an additional template for specific criteria?

University Grants (for Jan – June events):

- o Professional Development Grant: Deadline Oct 20th
- o Used to go to a conference or invite someone to campus. Can submit even after registering for event.
- o Baldwin: Promote Wisconsin Idea (outreach, public engagement, up to \$120,000 possible).
For more info: <https://provost.wisc.edu/baldwin-wisconsin-idea-endowment/>

Scientist Network:

- o Research Professor Titles: Many scientists write and are funded through grants, teach and do research.

CHOPs results:

CHOPs was a big success.

Mike, Desiree, Rob and Arrietta are coordinators for CHOPS 2018.

CHOPs 2018 is scheduled for Sept 20 – 23, 2018.

Website: agenda and minutes on website

- o Noted that there is a website committee in chemistry department
- o Help with website building (currently using drupal – free training is available).
- o Offer website templates

Staff Lunch: October 31, 2017 @ noon in room 9341.

Supporting documents

Professional Development Grants Info

Applications are now being accepted for the Fall 2017 Academic Staff Professional Development Grant program. The program is offered to academic staff members who meet the eligibility requirements and hold at least a 50 percent appointment. Grants are for activities beginning between January 1, 2018, and June 30, 2018.

Important Dates:

- Brown Bag Sessions
 - o Tuesday, September 26, 2017, 12:00 – 1:00 pm, Union South (check TITU)
 - o Wednesday, September 27, 2017, 12:00 – 1:00 pm, 1345 Health Sciences Learning Center (HSLC)

- Deadline to Submit Application
 - Friday, October 20, 2017 – Applicant electronically submits completed application to department chair/unit head

Please see the attached documentation, or visit <http://acstaff.wisc.edu/professional-development/grants/academic-staff-professional-development-grants> for further information. If you have any questions, please contact me (263-2985, pdrc@soas.wisc.edu) or Heather Daniels (263-1011, pdrc@soas.wisc.edu).

The Office of the Provost is soliciting proposals from faculty, staff and students for the 2018 Ira and Ineva Reilly Baldwin Wisconsin Idea Endowment grant competition. This endowment helps foster the Wisconsin Idea: the principle that the knowledge, ideas and solutions generated at the University should benefit the people of Wisconsin, our nation and the world.

Proposals are encouraged for new outreach and public engagement activities that partner with community and off-campus organizations to extend and apply our research, education and clinical knowledge to help solve problems or take advantage of opportunities. Awarded projects may begin using the Baldwin funds on or after July 1, 2018, and projects may extend for up to three years. The committee will again consider funding approximately ten Seed projects of \$4,000 or less, in addition to larger awards of up to \$120,000. The amount granted each year is determined by the annual income from the Ira and Ineva Reilly Baldwin Wisconsin Idea Endowment. This year we anticipate we will make awards totaling approximately \$800,000.

Please see <https://provost.wisc.edu/baldwin-wisconsin-idea-endowment/> for detailed pre-proposal guidelines and instructions for budget preparation. Also available on the website are lists of previously funded projects. The Baldwin WI Idea Endowment grants will now be submitted via the web, with an email approval process at the department chair and dean/director levels.

Pre-proposals and Seed project proposals are due via the Baldwin website to department chairs by November 13, 2017. Department chairs should review and advance approved proposals via the web to the office of their dean or director by Monday, November 20, 2017. Deans offices should review and advance approved proposals to the Provost's office by December 8, 2017.

Toward the end of January, 2018, we will announce Seed project award recipients, as well as which pre-proposals have been selected for advancement to the final proposal stage. We anticipate announcing the final selection of full proposals in mid-May, 2018.

Questions may be directed to Eden Inoway-Ronnie in the Office of the Provost. Please send inquiries via email (eden.inowayronnie@wisc.edu).
