Faculty Meeting Minutes
Friday, April 10, 2020: 10:00am – 12:00pm *Via Webex

PRESENT: Amasino, Attie (sabbatical), Bednarek, Butcher, Cantor, Cox, Coyle, Craig, Fox, Friesen, Grant, Henzler-Wildman, Hoskins, Kimble, Kirchdoerfer, Landick, Markley, Martin, Ntambi, Palmenberg, Raman, Rayment, Record, Rienstra, Romero, Senes, Sussman, Venturelli, Weeks, Wickens, Wildonger (exited 10:50), and Wright

ABSENT: Hayes, Holden, Pagliarini, Pike, Ralph, and Simcox

Fox called the meeting to order (10:03). Fox confirmed attendance via Webex.

1. (10:03) Fox presented a Webex participation tutorial.

2. (10:03) Fox made the following announcements:
   a. Tim Grant was welcomed to his inaugural faculty meeting.
   b. Despite COVID-19 disruptions, the department continues to function successfully and with accolades:
      i. Proposals, Just in Time requests, Notice of Awards, and Progress reports continue to be submitted/received. Please continue to work with Department staff on grant submissions.
      ii. Nominations for Denton and Leirmo awards were solicited and are due May 13.
      iii. The Provost office is in communication with the department regarding coordinating Hilldale awards. Department staff are coordinating Mary Shine Peterson and Undergrad Summer Research awards.
      iv. The new Advising hub has received accolades from the Dean’s office and has been successful in advising remotely.
      v. The Dean has commended Biochemistry for the transition to online courses. Mario Pennella has been critical to this effort and is available for assistance if needed. Online exams are being tested on campus at this time.
      vi. Microsoft Teams is suggested for group collaboration at this time. Please contact Conor Klecker for assistance or to express interest in training.
      vii. Biochemistry 501 has doubled its summer enrollment relative to last summer.

3. (10:13) Fox announced that Rick Amasino will serve as Vice Chair. Questions related to undergraduate and graduate academic affairs should be directed to Rick.
4. (10:18) Fox provided an update on the Ci Ji Lim hire. Biochemistry provided an offer to Lim on April 3 with a requested deadline of April 15. Lim phoned in during the meeting to verbally accept the position of Assistant Professor with an expected start date in August 2020.

5. (10:26) Fox led a discussion on ongoing research. Essential department staff are working in the buildings to ensure that essential operations continue. Labs must receive approval for continuing operations on-site; requests should be communicated directly to Brian Fox. The hiring freeze implemented on campus does not include those who would be funded on federal grants and some other specific funding sources; however, new hires must be able to train and perform work remotely. Contact Cathy Michael regarding potential new hires. Discussion on remote collaboration followed.

6. (10:55) Fox advised the faculty that Jill Wildonger is being recruited by UCSD. Fox made a motion to authorize the Chair to assemble a compelling retention package on behalf of Jill Wildonger, including an endowed professorship. The motion was seconded by Aaron Hoskins. Discussion followed. An electronic ballot was distributed to attending Executive Committee members following the meeting. The motion passed with 20 yes, 0 no, 0 abstentions.

7. (11:08) Fox distributed a document prepared by the Faculty Senate outlining changes to the policy for Promotion to Full Professor. Additional discussion followed.

The meeting was adjourned (11:14).

Respectfully submitted,

Brian G. Fox
Chair, Department of Biochemistry