

## **Minutes from the Department Council Meeting Friday, October 5, 2012**

Samir Khuller opened the meeting at 12:05pm.

Before beginning a discussion of the agenda topics, Samir asked members what they thought of the chairs in room 4185...were they comfortable, are new chairs needed? He has received a number of complaints about the chairs; said that he and Brenda had checked them out and determined they were comfortable but what was broken on some chairs was the adjustment for height and perhaps how far one could lean-back in the chair. There was a discussion of why state-use was required by the university's procurement office, the regulations that the campus is required to enforce since it is a state institution, and the reality that chairs cannot be replaced frequently due to the expense. If an outside institution wants to make a donation of chairs to the department that is something that Samir would consider. There was not agreement that the chairs do need to be replaced. It was also mentioned that chairs with moveable parts break more frequently and that with the new renovation of room 4172, chairs which do not have moveable parts were intentionally purchased.

A discussion as to whether there is a need for additional socializing space/multi-use space within the department was raised; however, the size of the space, how it will be used, by whom, how it should be configured, what should be in the space and whether it is open to all or should be reserved space using the department's reservation system were issues raised but there was no agreement among the members. The library, room 4147, and room 4103 were mentioned specifically as available areas for renovation. Samir asked the graduate student members to send him a list of possible changes and he will consider the suggestions within current financial boundaries.

Samir mentioned that he and Amitabh are still working with the dean to determine the number of faculty positions which will be approved for recruitment this fiscal year. Potentially there are four faculty positions for which the department could recruit in addition to recruitment for the Director of CBCB and MC2 which will be handled by UMIACS. Samir would prefer to have two open faculty positions and one targeted position for MC2 approved if limited to recruitment for three positions this year.

There was a brief discussion of the virtues of having open faculty searches vs. targeted searches. There are pros and cons for both types of searches. Samir stressed that he was open to targeted searches in future years but felt this year the recruitment should be broader. This is a potential topic for discussion at a future faculty retreat.

There will be a survey conducted by the department regarding the type of computer support that is provided and which is needed in support of teaching and research. The survey is being developed by Jeff Hollingsworth and Pete Keleher. Samir felt it should be possible for the draft survey to be sent to the Council members for their response before it is sent to the department for data collection. The council members also asked

about the Lab Committee and suggested it needed to be activated so that issues are resolved and support priorities are set.

There was a brief discussion about whether it could be useful to have an external advisory committee. How this would help the department and the frequency of meetings was touched on with no consensus. There was a suggestion that information be gathered from other CS departments to determine how such a committee would function and if an advisory committee has been helpful to the department.

The last topic covered faculty workload and should the existing structure of the professorial faculty merit committee be asked to evaluate all faculty members during the past 3-4 year period since merit was last provided by the campus? Samir explained the workload report which is completed at the end of each spring semester. The campus's rating used to be closer to 5.9 but last year dropped to 5.6. At 5.5 the campus really takes notice and he wants to prevent the rating from dropping further and would like the number to increase. It is clear that teaching 2 courses per year is not sufficient to satisfy each faculty members' workload so graduate students should be encouraged to register for an 898 research credits. Jeff Foster will be sending a message to the faculty trying to clarify the issue of how many credits full-time graduate students should be carrying each semester, which, in part, determines the number of 898 credits.

The meeting was adjourned at 1:15pm.