Joint Admin/Faculty Research Infrastructure Working Group

As proposed in the HSSoE Faculty meeting and in a subsequent meeting with the Dean of the HSSoE, a small planning group was formed to propose mechanisms that would enhance research and graduate education in the School. This informal planning group (Jabbari, Dunn-Rankin, Sanders, Ayanoglu, DaSilva, and Brody) met on Thursday, February 16, 10-11 AM to: (a) identify the highest priority items to correct/improve as those with a significant payoff in a relatively short time and with relatively little investment, and (b) identify the structure of a working group that can work closely with the Dean’s office and Departments to best accomplish the recommendations.

The major conclusions of the planning group with regards to the proposed committee structure were:

- The committee will be a Joint Administrative/Faculty Working (as opposed to planning) Group
- Each Department will nominate one member to this working group as the primary coordinator for joint activities within the school.
- Members of the working group accept responsibility to work toward improvement mechanisms for tasks (see examples below) but can seek help from other faculty members throughout the school in addressing the tasks.
- Chair and vice-chair will be selected by Dean and the Chair of Faculty (or Executive Committee) Dean will ensure key personnel in the HSSOE cooperate with the working group in developing solutions.
- If successful, the working group or certain sub-groups can become a more permanent feature of HSSOE. Examples might include the creation of an Associate Dean position and office or the development of a sub-group on Adjuncts, Post-docs, etc. into a school wide Academic Personnel Committee (a.k.a. mini-CAP).

The high priority tasks that the Working Group would first tackle include:

- **Graduate Students and related**: A review of Graduate Affairs, including:
  - Training grant (writing) support
  - Block funding: financial tracking (similar to the GATS system and existing recruiting software)
  - Collaborative recruiting (international), Named programs (e.g., Balsells -- created with support of the Development Office)

- **Common Facilities**: Development and enhancement of Research Facilities through:
  - Priority lists, preliminary write-up for future opportunities (public OR private)
- Inventory the successful models

- General Research Support: Development of mechanisms for improved daily operation through:
  - Updated and automatic accounts and funding monitoring
  - Centralized campus and external funding calendar
  - Procedures and general information (housing, schools, etc) for Visitors, Post-docs, Adjuncts, etc.

- Inter-disciplinary, etc. -- Preparation and encouragement for exploiting opportunities (local and national) through:
  - Streamlined 'school center': conduits of activities, visibility and potential for collaboration with modest support and simple structure (i.e., minimum wasted effort)
  - More aggressive pursuit of large 'center' like grants?
  - Sponsoring research/technical staff as seeds