

Department of Forest & Wildlife Ecology

Faculty Meeting Minutes of April 4, 2011
216 Russell Labs

Present: Berkelman, Bowe, Cary, Drake, Field, Gower, Gunther, Guries, Karasov (presiding), Kruger, Langston, Lorimer, Ozdogan, Pauli, Peery, Pidgeon, Radeloff, Ribic, Rickenbach, Rissman, Robinson, Rodock, Samuel, Scott, Temple, Townsend, Van Deelen, Webster

Absent: Craven, Lutz, Mladenoff, Nack, Ray, Rittenhouse, Serbin

Karasov called the meeting to order at 2:00 p.m.

1. Agenda and minutes. The Chair reviewed the agenda. The minutes of the March 1, 2011 department meeting were approved (Rickenbach/Ozdogan). The Chair reported that Craven, Field, and Guries have announced their retirements effective June 30, 2011.
2. Reports and Announcements.
 - a. **Payroll.** The Chair noted that the due date for March leave reports and March furlough time reports is April 04, the day of this meeting. Scott reminded the faculty of the current one-week student hourly pay period which will synchronize biweekly classified staff and student pay periods, part of the conversion to the UW's new Human Resource System (HRS). Classified pay statements printed with a minor glitch: the balance of furlough taken is accurate, but the remaining balance is inaccurate. Hiring continues normally, staff can gather information on payrolling new employees and changing funding, but may be delayed in entering the data until HRS goes live April 18.
 - b. **IT.** Gunther reported no news and solicited questions.
 - c. **Financial.** Webster distributed a handout of fiscal year end dates and encouraged the faculty to allow more than a week's lead time. Principal investigators must submit in particular DNR accounts each year to receive account numbers in advance of awards. The WISPER grant application software will be down in conjunction with HRS implementation so the Research and Sponsored Programs office (RSP) has developed a workaround; she asked people to see her or Luther for assistance. Principal investigators will soon approve both salary and nonsalary cash transfers electronically; currently PIs must sign only salary transfers. Cost-sharing documentation is a departmental responsibility now. E-reimbursements not through Ag Hall by Friday will be returned to the travelers, who will need to resubmit them after April 18. She requested prompt submission of pro-card receipts.
 - d. **Student services.** Rodock reported that enrollment for fall semester has begun. She reported that the campus has new Degree Audit Reporting System (DARS) reports for the wildlife ecology major and she is running ongoing info sessions about new degree requirements. A new DARS for forest science is pending. She distributed handouts on changes to the Graduate Record Exam (GRE) which has revised verbal and quantitative sections affecting the point scale, but not percentages. As it is implemented students may take the new test at a temporarily lowered cost. Students anticipating spring 2012 admissions should take GRE before Aug. 1.
3. Old Business
 - a. **Results of the CALS Advising Survey.** Lorimer reported that CALS followed up a 2002 survey of advising received by CALS students with another in 2010. He noted that a third of students in both majors indicated general dissatisfaction despite indications of satisfaction in specific areas, and the results declined overall from 2002 to 2010. He reviewed the results and encouraged the faculty to help students with internships, career choices, grad school and course selection. CALS recommended that departments orient new faculty and update current faculty on program requirements. The Chair noted that the Department has started holding exit

interviews with undergraduate majors. The Chair agreed to work on providing assistance for advisers.

- b. **New CALS undergrad internship policy.** Lorimer reviewed the new 4-page internship agreement document distributed by CALS. John Klatt suggested to him that CALS Career Services may facilitate signing of the form between the University and the cooperating agencies. Lorimer presented ways to negotiate with agencies to expand the definition of sometimes mundane, routine summer jobs to become more of an academic internship. Guries advised waiting to implement the form given the turnover among CALS deans. Noting that the Department's current internship agreement form will remain necessary, Lorimer is considering modifying it to include some language from the CALS form which pertains to the student's need to provide his/her own health insurance.
 - c. **Leopold lecture update.** Langston announced the annual Leopold lecture, Tuesday, April 26 from 4-5 p.m. in the Plant Sciences Building, followed from 7-9 p.m. by a screening of the film *Green Fire* and a panel discussion in the Microbial Sciences Building, with an opportunity for dinner with Susan Flader between the events. Mary Miron is working on publicity. Temple will serve as one of the panelists.
4. New Business
- a. **Opportunity to move USFS Northern Research Station position to Madison.** Rickenbach reported that he and the Chair have been aware of discussions between U.S. Forest Service and the DNR to move the USFS Northern Research Station position from Pennsylvania to Madison. This move could involve the department and could require a Memorandum of Agreement governing the relationship of the position's incumbent, Alex Royo, Ph.D., to the Department's faculty. Royo might be housed in the Department. The faculty discussed uncertainties over funding, time frame, and eventual location of the position. The Chair will return with a more complete proposal.

Motion (Gower/Van Deelen) passed on a unanimous voice vote that the Department pursue the opportunity and work with the agencies involved to develop a Memorandum of Agreement bringing the USFS scientist position from Pennsylvania to Madison.

Adjourn 2:45 p.m.

submitted by Ken Scott
approved 5/03/11