

Department of Forest and Wildlife Ecology

Minutes of the Department Meeting February 3, 2015

Present: Berkelman, Drake, Garcia, Gunther, Johnston, Jones, Karasov, Lutz, Mladenoff, Nack, Ozdogan, Potter, Radeloff, Ribic, Rickenbach, Rissman, Rodock, Stanosz, Townsend, Webster

Absent: Bowe, Kruger, Pauli, Peely, Pidgeon, Samuel, Schaeffer, VanDeelan, Zuckerberg

Meeting called by Karasov (Chair) 2:05 p.m. in 216 Russell

Radeloff received a Kellet Research Award

Review agenda

There were no changes to the agenda.

2. Approval of minutes

Approve minutes from previous meeting from December 15, 2014 meeting Rickenbach (Lutz) moved, approved by voice consent.

3. Reports and announcements

Potter: HR Assistant position to be hired soon.

Webster: Travel changes from Concur as of January 1, 2015, after July 1, 2015 personally booked travel will not be reimbursed. Discussion of specifics of this policy.

Webster: Uniform Guidelines for grant processing for new grants. Updates administrative and clerical salary wages (these have to be integral into the grant write-up) and computers to be included.

Hiring two Financial Specialist positions.

Rodock:

Department approval for undergraduate researchers for Spring 2014015. For independent study authorizations we need ID numbers since students at UW-Madison have the option of using a preferred name, but the authorization system can only search the legal name.

Graduate admissions and recruiting – UW rules have April 15th date to accept or reject offer.

Gunther: Office 365 migration, be in touch with staff.

Office calendaring remains an issue to assist.

Ozdogan A120 flickering projector. Screen capture software on computer in A120. Captures video. Questions on microphone in the room?

4. Old business

Update on new position request Draft position request by Ad hoc Committee

5. New business

Required learning goals for all programs by July 1, 2015 – Rodock and others

Voting on list to come by May faculty meeting. You will be asked to provide input to these.

Higher Learning Commission is looking for these goals to look at reaccreditation of UW Madison

Proposal for new graduate student signing bonus - Karasov

Balance of recruiting funds is \$78,900. Signing bonus of \$2,000 for up to 6 graduate students for incoming 2016 recruits.

Motion moved by Stanosz (Townsend).

Karasov this would apply to students who are primarily mentored by FWE faculty, not just FWE grad students.

All approved by unanimous voice vote

Proposal for best dissertation award – Radeloff (attachment sent by email)

Proposes two best dissertation awards; Forestry and Wildlife Ecology. March 31 application deadline

Motion moved by Volker (Stanosz)

Should this be sooner than 24 months after defense?

Discussion on award criteria – designed as dissertation research award

Karasov: ask Awards Committee to apply a name to these awards

Vote on general proposal, all approved by unanimous voice vote.

First round to happen this March, 2015.

Preparation of Personnel Reports for 2014 - Karasov

Template for personnel reports – development in consultation with Merit Review Committee (MRC).

Updates to reports in 2015 to make easier for MRC

Discussion of details requested on draft report.

Adjourn. Rickenbach (Ozdogan) moved to adjourn the meeting at 3:09 pm. Motion carried.