

**Associate Dean Meeting
September 2, 2015
Minutes**

Attendees:

Dr. T. Gerard Bradley, Associate Dean, Research and Graduate Studies; Director, Predoctoral and Graduate Programs in Orthodontics, School of Dentistry
Dr. David Clark, Executive Associate Dean and Professor, College of Business Administration
Ms. Kathy Durben, Executive Director, Office of Research and Sponsored Programs
Dr. Sarah Feldner, Associate Professor and Associate Dean, College of Communication
Dr. Victoria Fitzgerald, Assistant Dean for College Operations, College of Education
Mr. Austin Fritsch, Compliance Officer/Animal Facility and Biosafety Director, Office of Research Compliance
Dr. Jeanne Hossenlopp, Vice President for Research and Innovation, Office of Research and Innovation
Dr. Sandra Hunter, Professor, Physical Therapy
Mr. Ben Kennedy, Research Compliance Officer, Human Subjects/Radiation Safety, Office of Research Compliance
Dr. Marya Leatherwood, Vice Provost for Strategic and Academic Planning, Office of the Provost
Dr. John Mantsch, Chair and Professor, Biomedical Sciences
Dr. Donna McCarthy, Interim Dean, College of Nursing
Prof. Chad Oldfather, Professor, Law School
Dr. Carmel Ruffolo, Associate Vice President for Research and Innovation, Office of Research and Innovation
Dr. Joseph Schimmels, Associate Dean for Research and Professor, College of Engineering
Dr. James South, Associate Dean for Faculty, College of Arts and Sciences
Ms. Lora Strigens, University Architect and Planner
Dr. Rosemary Stuart, Associate Dean for Planning and Professor of Biological Sciences, College of Arts and Sciences

Members Absent:

Mr. Scott Mandernack, Associate Dean for Scholarly Resources and Collections, Raynor Memorial Libraries
Ms. Jean Zanoni, Associate Dean of Libraries, Raynor Memorial Libraries

I. Welcome and Introductions

The meeting was called to order by Jeanne Hossenlopp. Carmel Ruffolo, Marya Leatherwood and Lora Strigens were welcomed and introduced.

II. Approval of Minutes

The minutes from the last meeting were approved with no changes or corrections.

III. Review of FY15 Application and Award Data

Kathy Durben shared that awards for this past fiscal year were up slightly (\$300,000) over last fiscal year. Applications were ahead of the previous year by \$3 million. The group discussed how this data is or could be used for setting future research funding goals. Arts and Sciences is currently using the data for goal setting and to identify programs. John Mantsch feels the data, as it currently presented, would be difficult to use specifically for research. He would like it have it broken out to show research applications and awards. ORSP can provide customized queries.

IV. Strategic Innovation Fund Update

Jeanne updated the group on the status of the Strategic Innovation Fund. There were 38 awards made; 142 projects were not awarded funding. To nurture the success of selected unfunded projects, Jeanne and others have been working with applicants to modify their proposals to access other funding venues.

The process for the next round of the Strategic Innovation Fund will be modified and run earlier in the year. To recognize the recipients of the Strategic Innovation Fund awards a poster session and colloquy is scheduled for October 14.

Lora reported that university leadership is in the process of reviewing and prioritizing capital project requests. A portion of the funding has been set aside as a contingency and will be dependent on enrollment dollars.

Carmel shared that University Advancement will be hosting an innovation workshop with prospective donors. She has met with most of the associate deans and many department chairs to explain her role and help faculty with corporate sponsorship. She will continue to work with everyone on a regular basis. She reported that some faculty members have approached her regarding working with a specific corporation. Corporations have also been in contact to see what areas of expertise Marquette can provide them.

Kathy shared that the Office of Research and Sponsored programs received funding for an electronic grant management system. QualiCo was highly recommended and has been selected as the vendor. The contract has been reviewed and is currently in the process of acquiring appropriate signatures. The implementation process is expected to be one year plus for full implementation. The electronic system will increase the efficiency of the proposal registration process and account set-up, among other things. The new system offers configurable not customizable software.

V. Global Water Center Update

Jeanne provided an update on the facility. Marquette was fortunate to secure this space as the last tenant. The move-in date has been scheduled for the end of this October. The space is very configurable and has been designed to promote collaboration. Jeanne encourages everyone to think broadly on water issues to best utilize this opportunity. Dan Zitomer is working with a small committee to develop a lab space allocation process.

VI. Service Center Update

Jeanne is working with the provost to develop workable processes to set up service centers. A standard process with clear guidelines is desired, rather than having each group work with Finance on an individual one-off basis. To make the process more transparent, it is recommended several models be evaluated to create a standard and guidelines. In the new process accounts will not be rolled over but it will be important to make sure the money needed will be accessible somehow.

VII. Return on F&A Update

The current discussions on policy revisions between the Provost, Finance and Office of Research and Innovation have stalled. Bridge funding will be available but not indefinitely. Old commitments will be reviewed and processed. There will be some flexibility at the college level.

The abovementioned units understand the need for this reform. Jeanne shared that there is recognition by the group that there will not be a one size fits all solution. The colleges will need to work with faculty to determine what works best. An accountability process will need to be developed.

Jeanne remarked that Dan Meyers has done a wonderful job.

VIII. Hiring Forecast

The topic was tabled and will be presented at the November 12 meeting.

IX. Strategic Planning and Master Campus Planning Discussion

Lora discussed the capital budgeting process with the group. The University Planning and Infrastructure Committee (UPIC) is charged with advising the university leadership on issues concerning the physical campus, its facilities, technology, infrastructure, space utilization, and long-range development. The requests for FY17 have been submitted and the committee is in the process of evaluating current space and modification requests. The recommendations from UPIC are expected at the end of October. Lora offered to share a list of all capital requests with Jeanne.

Due to changes in university leadership and directions since the initial master plan was established, the group reevaluated the needs of the university and determined it was important to make appropriate changes versus staying on the previously set course. Marquette will now be working with master planning consultant, CannonDesign.

Marya is the facilitator for the process, Beyond Boundaries. She explained that six key areas had previously been identified and everyone was asked to access the current plan and make recommendations. It was determined the strategic themes and goals are good. There was a consistent request for more emphasis on diversity. Marya shared that diversity will be more specific and targeted in each theme.

There was discussion regarding which metrics are used for the strategic plan because it is a metrics driven model but metrics are not always clear. It is recommended that metrics be identified so efforts can be guided appropriately. Jeanne would like to provide broader metrics reflecting quality.