Department of Microbiology, Immunology and Pathology
Advisory Committee Meeting
Wednesday, January 15, 2013
Pathology 103

Attendees: Mary Jackson, Sandra Quackenbush, Ken Olson, Gregg Dean, Glenn Telling, Herbert Schweizer, Becky Trentlage, Susan Deines, Greg Ebel, Gary Mason, Edward Hoover

Meeting began: 11:30 am

I. Approval of Minutes – Item #3 on the December minutes (Marketing/Development support) should be amended to reflect the fact that Dr. Mary Jackson was not present at the meeting. The amended minutes were approved.

II. New Development/Marketing support position proposed by Mary Jackson
   a. This item was on the agenda for the previous meeting, but was discussed again because Dr. Jackson was not present for the previous discussion.
   b. Dr. Jackson provided a background of the need for a departmental marketing/development position
   c. The goals and intent for having a departmental position include:
      i. Need to have a plan to contact sponsors and increase visibility for our research centers and educational programs
      ii. This position requires time and expertise in development/marketing as well as good base knowledge of DMIP programs to promote them and generate content to present to external constituents.
      iii. The position would work with resources from the college and would regularly interface with college development group, but there would be a single point of contact from DMIP.
   d. A draft position description was developed and distributed to committee for review with handouts prior to the meeting.
   e. Dr. Dean met with Thom Hadley regarding the position
      i. There is support from the college to create this position but concern about the need for a distinction between departmental responsibilities and college responsibilities, which should be included in the final job description.
   f. The committee was supportive of moving forward with the position.
   g. Action: Dr. Dean will communicate with the college regarding the distinction of duties between college and department in order to further develop the position description.

III. Post doc/special faculty policy
   a. Dr. Dean has several nominations for special faculty appointments and wants to determine departmental expectations for special faculty and postdoctoral appointments in order to enhance career opportunities for these employees and promote long term career development.
   b. Dr. Dean asked the committee if there is a need for a policy to possibly include the following:
      i. Term limit of appointment (i.e. 3 years for postdocs)
ii. Clear expectations and goals for the position including contribution to teaching mission and resources for graduate students (special faculty)

iii. Plan for career development (i.e. obtain a tenure track position at CSU or other university)

iv. Indication if the position is limited to available resources (i.e. grants for postdoc salaries and research supplies)

v. It may be useful to outline the value of a postdoctoral experience and the expectations for career growth, categorize career paths for postdocs and research scientists-length of program, etc

vi. Definition of responsibilities for sponsoring faculty member (nominator)
     Mentorship is important to encourage independence of postdocs.

c. Action: Dr. Dean and Dr. Telling will form a subcommittee to generate a policy for special faculty nominations and postdoctoral appointments.

IV. Space Requests

a. Dr. Anne Lenaerts for new Research Scientist, Micro B108
   i. Recommended for approval contingent on agreement that they space may be shared if the need arises.

b. Dr. Edward Hoover, for Yoshifumi Iwamaru and Clare Hoover, Path 214
   i. Recommended for approval

c. Dr. Randy Basaraba for Natalie Lakey, Pathology 308.
   i. Recommended for approval to share desk with Mike Richardson

Meeting ended 12:59 pm