

Chemistry and Biochemistry Post YTR Meeting - May 25, 2016

Attending: Tony Moreira, Bill LaCourse, Diane Lee, Pat McDermott, Zeev Rosenzweig, Karen Fedderly

**Year Three Review Action Plan - CHEMISTRY and BIOCHEMISTRY (2016-05-17)**

**Part 1 -- Updates and Reflection on Action Items from APR**

Recommendation	DEPT	COLLEGE	PROVOST'S OFFICE	Action Plan Update
<b>Leadership</b> - The department will commence a search for an external chair.	X	X	X	<b>Chair:</b> As Department Chair I have made it a priority to develop new leadership in the department. I nominated Associate Professor Marie-Christine Daniel Onuta as new Graduate Program Director, Assistant Professor Ryan White (his tenure and promotion to Associate Professor with tenure was just approved by the Provost) to Chair of the Graduate Recruitment Committee, and Associate Professor Elsa Garcin as Chair of the Faculty Search Committee this year. These three will be ready to assume leadership positions in the department in the next few years. <b>Dean:</b> An external chair (Dr. Zeev Rosenzweig) was hired commencing a three-year term in January of 2014.
<b>Growth Plan</b> - The department should define the areas of chemistry and biochemistry where it wishes to expand its activities.	X	X		<b>Chair:</b> The Department is limited by lack of financial resources to offer competitive startup funds to new faculty who are hired in place of retiring faculty members or faculty who are not granted tenure. The need focuses particularly in the area of biochemistry. The Department implemented harsh cost cutting measures, mainly by cutting the number of graduate teaching assistants by 20% in order to balance the operating budget. This enables utilizing the DRIF, Development and Foundation accounts primarily to cover startup commitments. Yet, the Department will need significant assistance from the University Administration to replace retiring faculty in the area of biochemistry, which is of strategic importance to UMBC. To be competitive in the area of experimental biochemistry a startup package of over \$800,000 is needed. Currently we can only offer startup packages of ~\$600,000. <b>Dean:</b> The most pressing needs are in the areas of biochemistry and (bio)analytical chemistry (see below).
<b>Faculty Hires</b> - The department needs to augment its faculty profile (see above).	X	X	X	<b>Chair:</b> The Department has placed emphasis on diversifying research areas and recruited new faculty in leading edge interdisciplinary chemical research. The department has placed and will continue to place particular emphasis on faculty diversity in its recent and planned faculty hires. <b>Dean:</b> Since the Self-study, Dr. Rosenzweig was hired to become Chair of the Department, three assistant professors (Allen, FY13; Kyoung, FY15; and Smith, FY17) have been hired. Also, a senior faculty member (i.e., Geddes) was added after the restructuring of UMBC. Each with expertise in the area of Biochemistry. An additional lecturer (Hamilton, FY15) was added by conversion to hard funding. ☐
<b>Research Climate</b> - The department should develop ways to enhance its research atmosphere, and it should institute measures to increase the success rate of submitted proposals.	X	X	X	<b>Dean:</b> The college held Research Retreats in January of 2013 and May of 2015. Previous retreats for Associate Professors (01/12) and Assistant Professors (11/12) were also held. The college also added a full-time Research Coordinator to its staff. Numerous initiatives have been supported by the college. <b>Chair:</b> The department renewed its emphasis on research excellence at the national level. Since Rosenzweig was hired as Chair, proposal submissions doubled and more funding obtained, particularly from NSF, CBI training grant was renewed, three faculty members were promoted to Associate Professor with tenure. The department installed a number of new social activities for faculty, staff and students to increase unity and cohesiveness.
<b>Staffing</b> - As chemistry and biochemistry programs grow, an additional front office staff person will be needed. This person would be further justified if the department assumes non-rotating leadership of the undergraduate biochemistry-molecular biology program.	X	X	X	<b>Chair:</b> The Department has to rely on help from students and part time retirees to accommodate the growing office needs. Efforts to simplifying processes at the University level, most notably the processing of travel and purchasing, could further assist in lowering staff workload. <b>Dean:</b> In FY15, the college launched the implementation of CNMS Business Center (CBC). In Phase I, Payroll and Hiring were transferred to the CBC along with Procurement. In Phase II (FY16), departmental Business Managers were transferred to CBC along with the duties of departmental budget review. As a consequence, a significant amount of finance-related workload was transferred out of the department. The departmental staff is now positioned to focus on its academic mission.

**Part 2 -- Current/Ongoing Action Items for YTR**

Recommendation	DEPT	COLLEGE	PROVOST'S OFFICE	Action Plan Update
<p><b>Advanced Courses</b> - There is a need for the department to evaluate its 400/600 level courses, to ensure that graduate students are getting a graduate experience.</p>	X	X		<p><b>Chair:</b> The small number of graduate students entering the program each year precludes offering a full set of graduate level only courses each year due to limited potential enrollment. The Department developed graduate level courses in analytical chemistry, and biochemistry, which will be offered beginning in Fall 2016. The department updated cross enrolled courses in organic chemistry and inorganic chemistry to enhance their graduate level components. The Department is considering offering joint graduate courses with Johns Hopkins University, University of Maryland Baltimore, and the University of Maryland College Park to accommodate special needs of graduate students in the department. Shared resources will allow for specialized courses with larger enrollments.</p>
<p><b>Staffing</b> - As chemistry and biochemistry programs grow, an additional front office staff person will be needed. This person would be further justified if the department assumes non-rotating leadership of the undergraduate biochemistry-molecular biology program.</p>	X	X	X	<p><b>Chair:</b> A staff member with computer technology expertise will be hired, depending on availability of funds, to help managing the Biochemistry and Molecular Biology program, to improve the department's website, to develop presence in social media, and to organize and manage outreach activities, particularly for underserved populations in Baltimore City. <b>Dean:</b> The Dean is supportive of the department assuming a non-rotating administration of the undergraduate Biochemistry &amp; Molecular Biology program. As to staffing, see above.</p>
<p>ACS Accreditation- Department is in danger of losing accreditation with the American Chemical Society due to heavier than allowed teaching loads of laboratory instructors. Steps must be taken immediately and no later than January 2017 to ensure accreditation is retained</p>	X	X		<p><b>Chair:</b> The Chair will develop a plan which will include hiring an additional instructor and redistribution of teaching loads among the faculty to ensure accreditation by the American Chemical Society, taking into consideration staffing issues and budget constraints. <b>Dean:</b> The Dean will advise, and help implement changes required for accreditation.</p>