

## **Executive Committee of the School of Biological Sciences 2017-18 Annual Report**

### **To the Irvine Divisional Assembly:**

The Faculty Executive Committee for the School of Biological Sciences respectfully submits its report of activities for the academic year 2017-18

### **Membership**

2016-18 Melanie Cocco (Chair), Manny Azizi, Ken Cho, Sunil Gandhi

2017-19 Lee Bardwell (Vice Chair), Adriana Briscoe, Melissa Lodoen, Ron Frostig

*Ex officio:* Dean Frank LaFerla, Associate Dean Mike Mulligan, Associate Dean Brandon Gaut, Associate Dean Raju Metherate

### **Meetings**

The committee met 2-3 times per quarter, including a quarterly meeting with the Dean.

### **Activities**

In addition to discussions of Senate meetings and School business, the Executive Committee:

- Appointed four representatives to the Senate; one from each department
- Reviewed applications for the Dean's Early Career Award in the Fall and Spring quarters
- Created an Executive Committee webpage ([bio.uci.edu/ec](http://bio.uci.edu/ec))
- Prepared a rubric for the evaluation of large equipment purchases by the School, requested by the Associate Dean of Research, Brandon Gaut
- Drafted a letter providing recommendations on a proposed faculty FTE that would be split between two departments, requested by Dean LaFerla
- Amended a Memorandum of Understanding that established the Undergraduate Cabinet as a sub-committee (MOU posted at EC web page); we met with the Chair of the Undergraduate Cabinet in the Fall and Spring
- Sponsored two faculty workshops; 1. Campus Safety with the UCI Police Department; 2. Graduate Student Mentoring with Phong Luong (Grad Division Counselor).
- Prepared revisions to the School Bylaws for consideration of the Faculty; a vote on new bylaws is expected in the next term
- Identified graduate student tuition as a matter of concern
- Conducted the election of new members for the Executive Committee (2018-2020 Kevin Thornton, Max Plikus, Tom Poulos, Mike Yassa) and the Undergraduate Cabinet.

Prepared by Melanie Cocco  
August 8, 2018

