Dr. Richard Keil called the meeting to order at 10:33 a.m. in 123 Marine Sciences Building. The minutes of the October 3, 2018 meeting were approved as distributed.

Announcements:
- NSF’s Directorate for Geosciences (GEO) is soliciting candidates for Section Head, Marine Geosciences in the Division of Ocean Sciences (OCE). This is a one to three year position.
- UW Distinguished Staff Award nominations are due November 16
- UW Distinguished Teaching Award nominations are due November 26
- As part of the recent collective bargaining agreement, the academic student employees (undergrad and grad TAs, RAs, etc.) will receive prevention of sexual harassment and discrimination training under the guidance of UW SafeCampus.
- Reminder about the UW’s ethics policy and the use of state resources for personal gain. If you use your personal laptop or cell phone for university business, it is subject to public disclosure.

Captain Doug Russell provided an update on the R/V Thompson and R/V Carson. The Thompson has been working in the South Pacific, Philippine Sea and Indian Ocean and the scheduled well into 2020. There are lingering mid-life issues with power and the engines but so far all of the work has been completed in foreign ports and has had little negative affect on science missions. The Carson started operations in April. It passed the NSF inspection and now is part of the UNOLS fleet. Faculty are asked to request use of the Carson in their proposals.

The UNOLS office will be moving to UW in Spring 2019. Captain Doug Russell will be the Executive Secretary. Ms. Alice Doyle will be the Deputy Executive Secretary. Captain Russell and Ms. Doyle have already attended numerous UNOLS meetings and have weekly transition telecons with the current UNOLS office. The official transition date to the UW UNOLS office will be May 1, 2019.

Dr. Mark Warner provided an update from the committee charged with forming a Diversity Committee. The committee recommends a core membership of six people with two to three additional members added as needed to address specific tasks. The core members will hold two-year terms and will consist of two faculty members (one will be chair), two staff members (one administration, one research/marine ops), and one graduate student, and one graduate student or postdoc. The members will be a combination of volunteers and Director appointments.

Role of the Committee
The committee should focus on specific tasks, one at a time, after consultation with the Director. The committee envisions setting a length of time (1 qtr–1 yr) associated with a specific task. The committee feels “very strongly that there is a
mandate for written documentation of the committee’s recommendations submitted to both the Director and the Faculty Council. There should be a written response from the Director and the Faculty Council to the committee reports. In addition, the chair of the committee should provide updates on the committee’s discussions during one faculty meeting per quarter.

Suggested Tasks for the DEI Committee
• Increasing the diversity and inclusion within both our undergraduate and graduate program should be the highest priorities
• Increasing diversity within the staff
• Educating the school to increase their awareness of topics related to diversity, equity, and inclusion (i.e. implicit bias)
• Coordination and recognition of diversity efforts and outreach within the school
• Increasing diversity of faculty hires
• Preparation of a diversity statement”

Dr. Keil provided an update on the School’s state funding, ABB and stressors on our budget.

Overall, the UW’s cost of education is underfunded. In fiscal year 2017, the University ran a $170M deficit for education programs (education income = $1.73B; education expenses = $1.90B). The deficit was covered by savings and by indirect cost recovery (ICR) generated from research grants.

School of Oceanography funding:
• ICR – we receive 26.25% of the ICR generated by SoO grants which translates to about $890K per year.
• State funds (guaranteed operating funds = GOF) – the College gives us $5.5M of GOF composed of $1.5M in ABB money that we “earn” plus a supplement of $4M
• Combined = $6.4M annual budget to run the department.

ABB Generalized formula:
Basis: 80% classes; 20% graduations
For our college this works out to a distribution of:
$160 per credit hour
$9500 per student graduated

The simple* return on investment (ROI) for a class is:
$Salary of people teaching divided by (#students x #credits x $160)

(*excludes costs of class supplies etc.)

An ROI of 1 or better is good.

ABB for Oceanography – we do well, an ROI of better than 1, in our 100-level classes but the ROIs in our 200, 300, 400 and thesis class are all below .5 ROI. This is why the College subsidizes our teaching and why the Dean links our new faculty hires to teaching, so that we can get our ABB numbers up.
Stressors – pressure on our budget and deficits. The Dean has told us that starting September 2019 we must fund faculty 2% raises from our departmental funds, a cost of $85+K per year. The Provost and the College will no longer fund the 2% raises. Oceanography already spends 98% of our budget on salaries (faculty, admin/services staff, TAs, etc.). If we do not control our spending or find ways to increase our revenue, we will go into deficit very quickly and the deficit will grow rapidly. In addition, we already have deficits to manage in some of our cost centers, we need to save money for future faculty start-up packages, and need to pay off the College loan that we took out for the R/V Carson purchase.

Examples of ways to save money:
• Reduce the number of TAs. Each TA is currently $17k after overhead and tuition, we run with 5-7 more than we used to = $100k
• Eliminate one faculty FTE = $110k
• Eliminate one staff FTE = $100k
• Emeritus faculty move away from 40% buy back = $60k
• Scale back course supplies = $30k

Examples of ways to increase revenue:
• Bring in more grants - $1M in NSF funding returns $90K to the School
• Increase our ABB numbers by increasing class enrollment numbers, reduce TAs per class, reduce team-taught classes.

The December faculty meeting will focus on ICR, Gifts and Endowments.

Additional Announcements:
• Sabbatical requests are due to Dr. Keil by November 21.
• Teaching plans for 2018-19 are due by December 15 in MyOcean.
• December 5 faculty meeting - will include an executive session to handle promotions and hiring.
• Latte Cart – December 3, 9:00-11:00 am, OSB Lobby
• Annual Holiday Party – December 6, 3:00-5:00 pm, OSB Lobby
• January Faculty meeting will be held on Wednesday, January 9, 2019
• Dr. LuAnne Thompson is on the EarthLab’s Steering Committee and stated that an RFP will be coming out soon with awards ranging from $5K to $50K each.

The meeting adjourned at 11:55 a.m.