Establishing the Faculty Steering Committee of the Center for Quantitative Life Sciences

Introduction

As detailed below, the role of the Faculty Steering Committee (FSC) is to advise and provide general oversight of the strategic and operational alignment of the Center relative to community needs and priorities. It will have a major role in guiding major strategic investments by the CQLS, and in particular in identifying Innovation Priority Areas[1].

The voting membership of the FSC will include two elected representatives each from the College of Agricultural Sciences (CAS) and the College of Science (COS) and one representative each from the College of Engineering (COE), the College of Public Health and Human Sciences (CPHHS), the College of Forestry (COF), the College of Pharmacy (COP), the Carlson College of Veterinary Medicine (CVM), and the College of Earth, Ocean and Atmospheric Sciences (CEOAS), each serving three-year terms.

Non-voting ex-officio members will include the CQLS Director, CQLS Director of Health Data and Informatics, CQLS Associate Director for Operations, and one representative from each Innovation Priority Area[1].

Election of FSC voting members.

There will be ten elected FSC members, each with three-year terms.

Faculty employees eligible to vote in Academic Senate elections[2] and who are affiliated with a College represented on the FSC will be eligible to stand for election and to vote in the elections. Non-tenured and untenured tenured-track faculty are advised to consult their supervisor before standing for election.

Faculty can only represent their own College and can only vote for representatives of their own College. Faculty with a dual appointment will represent the College that is home to the majority of their FTE. Faculty with an evenly split appointment must identify a home college.

There will be some special arrangements for the first year of the FSC's existence:
(i) For continuity, three of the initial membership of the FSC will be drawn from the CQLS Strategic Planning Committee or Transition Committee. They will represent different Colleges and will serve only a single year. The following faculty have offered to fill this role: Kelly Vining (CAS), Steve Strauss (COF) and Chrissa Kioussi (COP).
(ii) The remaining seven representatives will be identified by College elections, as detailed below. Three of these, from different Colleges, will be chosen randomly to serve only two years and the remaining four will serve for three years.
(iii) On this basis, the first round of elections would be for two representatives from COS, and one each from CAS, COE, CPHHS, CVM, and CEOAS

Election procedures

1. <u>Nominations</u>. The CQLS request for nominations is effective August 11, and closes on August 31. A Qualtrics Survey will be sent to college and CQLS mailing lists to collect the nominations. Faculty may be nominated by others or may self-nominate. Nominees will be asked to confirm

their willingness to stand for election, and to confirm their college membership. The University Advisory Board (UAB) will be informed of the lists of candidates.

2. Voting mechanism. Voting will be via a Qualtrics Survey sent to college and CQLS mailing lists (as with the nominations). Voting will open September 13 and close October 1. Faculty will vote for a single candidate from their college. Votes will be checked for correct college membership. The candidate(s) with the highest number of votes from each college will be elected. In the case of ties, the winner will be selected at random from among the tied candidates.

CQLS staff are working with college administrative staff to obtain lists of college faculty and to arrange distribution via college email lists.

Contingencies.
3. If there are no candidates for a college (or insufficient in the case of COS and CAS), the leadership of the relevant Colleges will be requested to nominate one or more candidates.

4. If a candidate changes College or leaves OSU, or resigns their candidacy, they will automatically lose their candidacy, effective the date of the change. If needed, College leadership will be asked to nominate a replacement.

5. If an elected FSC member changes College or leaves OSU, or resigns their membership, they will automatically lose their membership of the FSC, effective the date of the change. College leadership will be asked to nominate a replacement to complete the term of the departing member.

6. If an elected FSC member takes a leave of absence or goes on sabbatical, College leadership will be asked to nominate a temporary replacement.

Roles and Responsibilities of the Faculty Steering Committee
(from the CQLS Operational Plan)

• Advises on and provides general oversight of the strategic and operational alignment of the Center relative to community needs and priorities.
• Operates as a strategic think tank generating advice for the Center leadership on future directions; convenes ad hoc sub-committees of community members to address specific questions.
• Conduit for important developments, ideas, expertise and concerns from the community.
• Responsible for developing the process for selecting, approving, and funding IPAs with strong input from the UAB and input from the Directors and Vice-President for Research.
• Responsible for evaluating proposed IPAs and recommending their funding with strong input from UAB, and input from Center Directors, staff, Financial and Business Manager, and from the Vice-President for Research.
• Responsible for reviewing ongoing IPAs and recommending their renewal or termination with strong input from UAB, from Directors, staff, Financial and Business Manager, and Vice-President for Research.
• Responsible for defining a process for assessing and selecting opportunity investments (scaled to investment level).

- Assists Center on actions to advance University and Center goals for Equity, Inclusion, Diversity and Social Justice.
- The Chair of the FSC will coordinate the work of the FSC, will represent the FSC on the Executive Committee, and will serve a one-year term. In general, the Chair will be elected a year in advance by FSC voting members from among their body and will serve for a year as Chair-elect prior to taking up their term as Chair.
- The FSC will convene ad hoc sub-committees to develop recommendations on specific strategic issues. The sub-committees may include FSC members and also non-FSC faculty and staff as appropriate for the specific topic.
- The FSC will meet every two months. It may meet more often as needed either formally or informally. Sub-committees may meet more often.
- The FSC will provide a report to the Vice-President for Research at least once a year, summarizing its assessment of the progress and operations of the CQLS, including each of the IPAs. The report will include input from the UAB, the Center Director and Center staff.
- The elected and ex-officio members of the FSC are formally appointed by the Vice-President for Research, and is responsible to the Vice-President for Research for its actions.

Footnotes

[1] Innovation Priority Areas (IPAs) will be transformative interdisciplinary research initiatives focused on topics that span the interests of multiple colleges and that leverage the expertise and services of the CQLS. IPAs will be established through a multi-step process involving proposals from faculty, scientific review overseen by the Faculty Steering Committee, and joint funding by the CQLS and interested College partners. IPAs are intended to lead to large scale sustainable funding.

[2] Eligible faculty. Faculty must have an affiliation with one of the eight Colleges represented on the FSC. Faculty include (1) unclassified staff who are Professional Faculty, or (2) hold one of these academic ranks: Instructor, Senior Instructor I, Senior Instructor II, Faculty Research Assistant, Senior Faculty Research Assistant I, Senior Faculty Research Assistant II, Senior Research Associate, Assistant Professor, Associate Professor, Professor, Assistant Professor of Practice, Associate Professor of Practice, Professor of Practice, Assistant Professor (Extension), Associate Professor (Extension), Professor (Extension), Assistant Professor (Senior Research), Associate Professor (Senior Research), Professor (Senior Research), Assistant Professor (Clinical), Associate Professor (Clinical), and Professor (Clinical). CQLS employees are not eligible to stand for election or to vote.

[3] University Advisory Board (UAB). Membership: VPR, Associate VPR, one representative each (Dean or designate) from CAS, COS, COE, CPHHS, COF, COP, CVM, and CEOAS, Chief Information Officer (or designate), Vice-Provost for Extension and Engagement (or designate), University Librarian (or designate), Chief Diversity Officer (or designate). The role of the UAB is to provide advice and guidance from the university community of CQLS stakeholders, in particular university leadership. The UAB will select of IPAs for funding, following merit review by the FSC.