



The Marine Science Consortium

...hands-on, feet-wet education

**Fall Meeting of the Academic Advisory Council
Saturday, Sept. 17 2011; 8:30 AM – 4:00 PM**

**Meeting Location:
The Marine Science Consortium
Wallops Island, VA**

Attendees:

Dominique Dagit – Chair, AAC; Millersville University
Stanley Komacek – California University
Shawn Hu – East Stroudsburg University
Jay Hunt – East Stroudsburg University
Nancy Butler – Kutztown University
Julie Ambler – Millersville University
Amber Parker – Executive Director, Marine Science Consortium
Ajoy Kumar – Millersville University
John Hranitz – Bloomsburg University
Sean Cornell – Shippensburg University
Adrienne Oakley – Kutztown University
Ben Galluzzo – Shippensburg University
Ken Thompson – Lock Haven University

Invited Guests

Tom Tauer – NASA Liaison; East Stroudsburg University

Meeting Minutes

8:30 AM coffee and greetings

I. Open Meeting; Approval of Agenda (8:50 a.m.)

- a. Any additions to the agenda
- b. See hand-written for additions.

II. Review Minutes of Spring 2011 meeting – Sean Cornell

- a. Approval of minutes
- b. Motion by Jay Hunt, Second by Ken Thompson, no additions/corrections.

III. Welcome and Introductions

- a. New MSC staff – Allie Redman – will be coming online soon.
- b. Highly qualified individual, will have her here and training very soon.

- c. Some training to have additional captain's mates for Parker. Alex is trained now so should be ok.

IV. Report from the CAA – D. Dagit (9:00 a.m.)

- a. California will not remain as Senior Full Member, so chair and director of Executive Board will remain with Dr. McNairy for 2 more years. Senior Full Members (KU, ESU, MU) decide who will be next
- b. Other membership changes – Wesley is no longer a member. Challenge for them to work with our current registration system.
- c. Slippery Rock – reduced level to member, but not full member.
- d. PASSHE Funding Update: Remember that last spring there was a proposal for a line item for MSC \$180 k in state budget for labs, equipment, incentives, etc. AAC gathered a list of needs/equipment and submitted and are awaiting updates from CAA and PASSHE. Line items were removed from state budget. We have no status on this request at this time. Hope that there will be a movement on this from another budgetary line.
- e. S.Cornell Possible to ask AAC to support recruitment of new university/college members to the consortium through assistance from staff in each Member University's Events/Marketing offices?
 - i. Feedback: A. Parker – Non-PASSHE schools currently have to come on as Member-Level.
 - ii. Discussion of CAA and Executive Board is ongoing about other member levels for Non-PASSHE etc. VP's for Finance are engaged in this discussion.
 - iii. Have started to send letters to interested colleges/universities in region (Ohio, VA, PA, NJ, etc). Va Tech has expressed some interest in MSC, not necessarily in membership yet.
 - iv. A. Oakley – Lafayette College colleague will test run a field experience with A.O. for her classes this fall (September 30)

V. Update on NASA Collaboration Project and New Opportunities – T. Tauer

- a. 9:06 a.m. – See Handout 2 pages
 - i. See email from NASA & Fish & Wildlife for 3 specific projects.
 - 1. Projects looking for interest (opportunity only – eventually possibly some funding/resources)
 - a. Distributed Wind Monitoring System
 - b. Google Earth/3D Visualization Project
 - i. To enhance the visitor's center
 - ii. Inexpensive up to \$100k
 - iii. Virtual reality
 - c. Radar Ornithology (Request from Lou Hinds)
 - i. Interested in using Doppler to investigate birds/migration patterns, etc.
 - ii. Cal U – interested in being a collaborator
 - iii. Dave Argent – Interested (Bio Dept. Chair) Willing to work with others on this.

- iv. S.Cornell –would pass along info to N. Thomas at Ship to see if he was interested.
- ii. Nancy Butler – asked about extension of this project to Wind Power for the Environmental Science. Will communicate with her colleagues to see if there is any interest in following up.
- iii. Other projects/interests protocol? Simply requires that party proposes idea to T. Tauer and he will put it forward to NASA for response.

b. Project updates on existing projects:

- i. **Ajoy Kumar (MU) and Shawn Hu (ESU)** – described research project using LIDAR to produce Surface Elevation Models and Digital Terrain Models of Wallops. Goal is to investigate land change in face of sea-level rise scenarios. Also investigating bird/habitat selection preferences for Plovers. Will work with VTech on Plovers to detect reason for site selection this coming breeding season. Will also investigate storm impacts in support of the monitoring projects.
 - ii. **Sean Cornell (Ship) and Adrienne Oakley (KU)** – Ongoing monitoring project in advance and concurrently with shoreline remediation initiatives of NASA. Involves rapid response to storms, measuring beach morphology change monthly, changes in grain size sediment distribution, investigating habitat and abundance of marine inverts on beach. Hydrography: including tide monitoring, wave, storm surge modeling. Math modeling of wave/weather phenomena (collaborating with Dr. Ben Galluzzo of Shippensburg). Defining significant storm impacts. Aerial photographs investigations in GIS. Geophysical investigation of subsurface (groundwater table) and its behavior through time. End result is a monitoring report to
 - iii. **Other Projects – Soil Moisture Measurement Stations** (John Fryes project) funded, but he left KU to go to Wisconsin so we need to find someone to continue to work on this project. A. Oakley should follow-up on that program to see what the data status is/where they are etc. S. Cornell - other soil scientists at Ship will be contacted to see if interested.
 - iv. **Cube Sats – One on track for a December Launch (Dr. Kim's Project)** Has been a productive collaboration.
 - v. **Jeff Sumi (Cal U) – Sensors on Kites project** – low cost, rapid deployment to get sensors in miniature form so they can be put up and get meaningful data. Has produced excellent results so far.
 - vi. Overall, nice to see some projects are producing excellent data, and are going forward with traction. Nice to see the Collaborations Report that came out earlier this year.
- c. For external grant projects. For letters of support, get in touch with Tom Tauer 8 weeks from deadline to get to NASA/USFWS to assist. Give

specific details, and letter will be signed by the director. These should help us to get external funded grants (i.e. NSF, etc.)

d. Quick break (9:50)

VI. Academic Programs, Curriculum and Planning (9:58)

i. Overview of Summer 2011 registration

1. Improved our summer registration to 177 vs 119 last year
2. Bringing in different students – for bio electives. Had last minute registrations so that was good.
3. Great developments to expand to other areas.

ii. New Registration Improvements – D. Dagit

1. See Handout 2 Sort of similar to old system but online pre-registration process rather than paper work in the mail.

2. Why?

- a. Faculty need to know course enrollments in spring for travel courses, etc.
- b. Seniority, classes needed for graduation
- c. MSC needs enrollment information for planning purposes
- d. Earlier “commitment” will enable student to plan financially (and schedule other commitments for summer). Idea to put a deposit for housing upfront.
- e. Projections can enable faculty/administrators to plan for course sizes add sections.
- f. Reduction of paper, ease of submitting forms
- g. Students can enroll up to the course start date.
- h. Recruit and attract wider variety of students.
- i. Facilitates University-specific registration processes

3. Form – model example – each class will have a specific form to ask for the information needed for that particular course. Course specific forms will be generated.

4. Millersville is taking lead to help improve the registration software/interface programming. Their IT is helping to do the programming/idea development. Security of information is very important. So we have limitations in how these info are put out there. Need to keep SS numbers, health info, etc. offline.

5. Discussion about what should/could be on the forms.

- a. Suggestion: need to have statement that asks that students know and acknowledge that he/she has met prerequisites for the class.
- b. Safety concerns: need to consider statement such as: “I understand the physical/other requirements of this course that may impact my participation in this course, and I acknowledge that I am safely able to participate...”

- c. Needs to state: “Not officially enrolled in course until all fees are paid and final registration is complete”.
- d. When do students get into a class? Pre-registration form submission date? Deposit Date? Seniority? GPA? Each university/faculty will have to handle this.
- e. Student Portal Demonstrated
 - i. Tentative Course Schedule will be posted in the fall after the AAC by October/November
 - ii. Faculty will provide info for posting on web – faculty contact info, syllabi, website, etc.
 - iii. Students search for courses and enter pre-registration via the MSC website
 - iv. Advertise summer courses for the following summer during advising in the fall.
 - v. Complete form on-line
 - 1. Form is not submitted unless critical fields are filled in
 - 2. After submission, students can pre-register for additional courses.
 - vi. See mock-up (personal website only for concept testing)
www.millersville.edu/~aunrath/msc/es490.html
 - vii. Should be called an “Intent to Register” form rather than pre-registration form. Avoids the difficulty/misconception that the student thinks they are “registered”
- f. Faculty Portal
 - i. Faculty will have immediate, direct access to all pre-registration for their courses
 - ii. Each submission is time-stamped
 - iii. Fields will populate an Excel file
 - iv. Faculty have full control over the registration for their course and will need to communicate to students.
 - v. Online Google docs for concept testing right now. Considering this as a platform –that is open/shared and doesn’t violate our university security issues.
 - vi. Everyone will have a course folder for their course, MSC needs to have access to these.
 - vii. Faculty will then have to resolve issues, and finalize course rosters by sending emails to

- students approved to register and those who have not met requirements can be informed.
- viii. Email to students should say that if you have not finalized deposits/form submission by a certain date, then students from wait lists will be given access to your seat.
- g. Officially Registering Students
 - i. Students apply for housing and pay housing deposits directly to MSC
 - ii. Coordination with MSC can aid in determining student commitment to a course
 - iii. Perhaps need to have an “action date” for roster development. “Intent to enroll” period can continue to be open after that. Perhaps Feb 15. On this date we will make “roster lists”
 - iv. Seniority needs to be re-affirmed so we all agree that by the 15th seniority will be priority if the intent to register is completed on time. After 15th no special accommodations can be made.
 - v. Students need commitment to when they will hear.
 - vi. After intent deadline, approved students will register via normal registration at the home campus of the faculty member teaching course (Transient Student Forms, Visiting Student Forms, Financial Aid, etc.) based on University process preference. Registrar can use the info they have to get students enrolled so if possible promote this idea. After the registration opens to all students, it may be that no seats will be open.
 - vii. Provide a nice simple checklist form for students to follow.
- h. Discussion about dates for “go – no go” for classes. When should we or should we have a deadline for approval/cancellation of classes? This is important if there are students that are registered, but need the course. They need to have
- iii. Other ideas, suggestions, major concerns
 - 1. Other items from Jay Hunt:
 - a. Statement and commitment to seniority needs to be clear and upfront.

- b. Travel fees for international travel insurance students need not pay these at home and at visiting schools.
 - c. Keep the second choice on all intent to apply forms – so if a student is not approved for registration then the student can be referred to their second choice for registration there.
2. Shooting for November to roll out the Intent to Register process.
 3. Dominique needs to have our “intent to register” form details asap. She will send out an electronic version for us to update and send back to them.

b. Registration For Summer 2012 and Teaching Faculty issues for non-PASSHE schools

- i. Review comments from Sue Morra and others
- ii. Adjunct status for non-PASSHE faculty
- iii. Other concerns
- iv. Preface: - Suggest some 2 weeks courses. – Selected the course so they could still keep their jobs. There was no day off. Students worked throughout the 12 days. Dominique said best class ever, 22 students – bonded very well. Appropriate for some classes, but not for all classes. She drove them down from Millersville.
- v. Large classes – Jay had 22 students for Marine Ecology, didn’t sort out the liability for students driving – but class size was ok.
- vi. 15 is max for Coral Reefs.

vii. MUST DO / CAN DO COURSES

1. Marine Mammals – not next summer – unless someone else wants to teach this class. A West Chester faculty member might be interested in future summers, not this summer. Cornell will ask P. Delis if he wants to teach this.
2. Marine Biology – Simon Beeching (SRU) will he teach?
 - a. Tom Klinger (Bloom U.) might want to teach this – John will ask)
3. Marine Inverts – Butler (Kutztown)
4. GIS I – Hu (ESU)
5. Marine Ichthyology – Thompson (Lock Haven)
6. Field Methods – Kumar (Millersville)
7. Marine Ecology – Hunt (East Stroudsburg)
8. Ornithology – Thomas (Shippensburg)
9. Coastal Environmental Oceanography Khaleq (Lock Haven)
10. Marine Geology/Geophysics Oakley (Kutztown)
11. Marine Ecology Hranitz (Bloomsburg)
12. Wetlands Ecology Venn (Bloomsburg)

13. Coastal Field Studies for Teachers Pastore (Bloomsburg)
 14. Biological Oceanography Bob Vaillancourt (Millersville)
 15. Aquatic/Estuarine Ecology – Ambler (Millersville)
 16. Recreation Management/Development in the Coastal Zone – Cornell (Shippensburg)?
 17. Essentials of Calc for Science type of course will be developed and offered by. B. Galluzzo, (Shippensburg)
 - a. Term 1 – part online to establish the pre-requisites
 - b. Then come to MSC for problem-based work including intensive field data collection.
 18. Natural Science Drawing, M. Aston (Cal U/Millersville Adjunct)
 19. Sue Morra – wants to offer a course – Research Diver or Aquaculture. –
 - a. Issues: 2011/2012 – costs were \$580/credit hour at St. Francis for part-time student registration. So our students would have to pay about \$1800.00 for the credits, plus expenses for the course.
 - b. Option to Adjunct at PASSHE?
 - c. Preference would be to offer aquaculture, better for applied sense, technical skills that we don't currently teach.
 - d. Concerns expressed that Research Diver might subtract from Coral Reef registration.
 - e. Chemical Oceanography – possible from SFU (can get 3-4 Chem. Oceanography).
 - i. Millersville offers even springs – so odd summers would be good for this
- viii. 3 Weeks right after Summer IV– Planning to use this 2 weeks for courses?
1. Proposing a session V from August 5 to August 17, 2011
 2. Marine Ichthyology – Dagit
 3. Biological Oceanography – Vaillancourt can co here too.
 4. World Oceans &/or Windows to the Ocean option – Goes at the outset of the summer, but didn't at the end of the semester (Butler). – Non-majors focus.
 5. Intro to Oceanography – is majors class.
- c. New course proposals – discuss course proposal process**
- i. Should we bring courses that have already been or are being approved on campuses or do we want to review courses prior to approval on home campuses
- d. Proposed courses and tentative schedule for Summer 2012**
- i. Identify “must have” courses
 - ii. New or ‘risky’ courses
 - iii. 2-week courses

iv. Develop tentative course schedule for Summer 2012

e. Student complaints against faculty and courses (not MSC specific)

- i. How should these be handled?
- ii. Lab safety and faculty conduct
- iii. Student conduct issues
- iv. See Handout from Jamie Belanger regarding student code of conduct issues – aka faculty/student protocol.
 1. Dominique will email out electronic form for comments.
 2. Need to discuss how to handle/solve disruptions/disputes regarding students/faculty etc.. Classroom-student disputes/issues. Who steps in to assist?
 3. Need to have someone for students to contact in the case of complaints/issues (mediator) – perhaps program director.
 4. Are there other recommendations that solve issues quickly?
 5. Each home university has specific protocols – should follow the CBA requirements – student should go to faculty member and then to chair. Chair needs to ask if student has commented to faculty. Then Chair can meet with student and faculty member to resolve issue. Then if no resolution, it goes up to Dean.
 6. Recommendation that we follow this same process. Mediator should be another faculty member. Other than this, CBA has limitations to who might sit in for AAC Chair.
 7. Bottom line, students need to be informed of how to proceed, after talking to the faculty member.
 8. Suggest some preemptive discussions about behaviors and responsibilities and include some language on our syllabi to encourage positive, responsible behaviors so that they know the sequence of events that they should take.
 9. In terms of safety/disruptive/threatening behaviors these are actionable as soon as they occur and we need to report these incidents as per protocols, and/or by calling police/security via 911. NASA Security is first responder.

VII. Funding and Projects (2:16 p.m.)

- f. Update on budget concerns and issues – Amber
 - i. Doing very well, college courses are up numbers
 - ii. Special programs (family camps, etc. doubled revenues)
 - iii. No growth/goals seen in school programs. 8 schools cancelled resulted in \$100k loss
 - iv. Loss of Cal U, Slippery Rock, and Wesley equate to 50K loss this year, and next year \$170 k

- v. Working hard to cut individual budgets, this year we are doing ok (annual year fiscal year ends in January). We are in the black projected to a small degree.
- vi. Next year will be a different story. We have to think on 3 levels
 - 1. Cuts – no money for capital improvements, no money for pavilion,
 - 2. Raise Money – via grants (3 in the works now for funding)
 - a. AAC has to advise MSC.
 - b. NSF – non-formal education program option
 - c. Donations,
 - 3. Need to recruit like crazy. If all happen, we will be ok and we will do well next year.
 - a. Word of mouth is very important
- vii. Issues:
 - 1. No staff raises this year, difficult to meet health care costs
 - 2. Food costs have gone up significantly.
 - 3. We are in a good place, but to be successful, faculty need to be supportive and our efforts are always appreciated.
- g. Strategies for summer enrollments and fundraising
 - i. A few mailings have gone out some interest has been generated as a result of this effort.
 - ii. Allie Redman (new College Coordinator) will be asked to go on recruitment trips to support college growth and participation.
 - iii. Oakley - Student Ambassador program needs to be supported followed up
 - iv. Butler -Can we be added as a member of the Organization for Biological Field Stations (Membership is \$150.00 / year), Dagit will pursue this with her Dean.
 - v. Hranitz – go to fall biology classes to recruit this year. He did it in the spring last year, which was too late.
 - vi. Photo Contest, Posters, QR Codes, Videos, Movies for website, creating mobile apps for shell identification
 - 1. assigning staff members with flip cameras now
 - 2. Julie has a website on plankton from the mid-Atlantic
 - 3. Send us new posters – for putting this up.
 - vii. Alumni – we need to try to recruit alumni through Facebook for funding. Have received some minor donations.
 - viii. Increase our presence on our campuses.
 - 1. Schedule Open Houses so that faculty can come down
 - 2. Bring 4-5 friends down to show them the new digs.
 - 3. Campus Advising Development Resource Teams need to be contacted so they are aware of teaching/course options.
 - 4. MSC Open House had to be re-scheduled to October 29, due to Irene. We can come down then.
 - ix. Reach out to local school districts as well to get folks down here.

1. If school programs cancel, sell some of the special programs as well.
2. Student Ambassadors can assist with this.
3. Helps recruit students to our colleges (Jay reports some students go to ESU as a direct result of MSC pre-College participation)
 - x. Blogs – links to projects/programs – i.e. Adrienne’s Research Cruises, Gets our MSC name out there so NSF knows our efforts.
 - xi. Brought back up idea of Research Affiliate Status –Secretary (S. Cornell) will draft a letter indicating that faculty (who are active in research) are approved as a research affiliate. Letter should be signed by CAA, AAC, and Executive Board.
- h. Any new grant proposals?
 - i. Google Rise – Hranitz – Working on a grant to do toad research.
 - ii. Citizen Science Research with NSF proposal in the works.
 - iii. Coastal Zone Research – Nature Conservancy/USFWS/NASA
- i. Ideas for new funding?
- j. Course-embedded research – thoughts? Ideas? Symposium at MSC?
- k. Completion of the outdoor pavilion
 - i. Don’t have a lot of money or staff to support the space.
 - ii. Fish holding facility and outdoor teaching area needs to be set-up for us to be used.
 - iii. So much storage/workshop stuff – need to have that area cleared out from storage.
 - iv. Setting up the pavilion during the spring break service-learning trip.
 - v. Possibly some money from construction left over for pipes and drains etc.
 - vi. Amber needs set-up specifics/budget needs – so she can establish spending priorities in budget lines.
 - vii. K. Thompson will coordinate our set-up committee. Ken will use list-serv to communicate with everyone status of set-up.
- l. Julie Ambler AERS (Atlantic Estuarine Research Society) will have a fall meeting in 2012 at the MSC.
 - i. Arrival Thursday, sessions and posters Friday, wrap-up departure Saturday.
 - ii. New York through North Carolina. Very student friendly.
 - iii. Dates are not yet set.
 - iv. Encourage us to participate with student’s projects, etc.

VII. MSC reports – Amber Parker

- a. Membership levels, fee structure for 2012
 - i. Fee schedule proposed – has gone up for some things. Draft – not approved – see Handout 4.
 - ii. See about 5 to 10 % increase in the line-items
 - iii. \$730 will be new summer 3-week rate, \$830 will be for new dorm.

- iv. Admin fees – increase by \$4.00
- v. Family fees?
 - 1. Proposed at \$20.00 per day
 - 2. Issues raised: Incentives for teaching?
 - 3. We need to be family friendly, and charging costs for families to stay here when we teach is an issue.
 - 4. Faculty, don't mind minimal costs, and if meals are consumed, then those need to be paid at expected level, but apartments are provided for faculty member when they teach. Why is there an additional cost for families?
 - 5. Many faculty have expressed that they will not teach here if there is additional cost for families – Thus it will be hard to recruit new colleagues if there are these costs.
 - 6. Also indicates a change in working condition which impacts CBA
- b. Marketing – still working on minimal budget, time. Doing as much as can be done with the resources available.
- c. Update on Academic programs (school age, family, public, Rhodes Scholar) ideas for interaction among programs
- d. Scheduling concerns – Any discussions or issues.
- e. Ambassadors
- f. **Work Force Development Update** – Old Dominion, Wallops Research Park, Eastern Shore Community College to support research development with NASA, part of the directive is to do research and education through ESCC. Committee looking to decide how to provide opportunities to do science/education/research for this initiative and training (from Associate Level to Master's Level education training). Some online, some face to face, at other times of the year. What will the courses be? TBA – will be decided, but will be in support of industry/businesses in this area. Aquaculture course would be an example. Accounting, Certificates, Coastal Engineering (ODU), etc. We need to make sure that MSC mission is kept central to our initiative.

VI. New business

- a. Structure of AAC; review bylaws and composition of AAC
- b. Habitat degradation/overuse of field sites
 - a. Ways that we can incorporate our sampling intensity
 - b. See the form that Dominique will circulate. Please use it.
 - c. Where are we fishing, where are we not?
 - d. Need to establish some priority to establish a database of our impact and field sites.
 - e. Create a student project to map impact sites.
 - f. Grant has been out to get dollars to have a server and support for coalescing our data sets.
 - g. Coordinate data collections across classes. Incorporate standardization protocols so we can do this for Citizen Science.

- i. Road kill data app.
 - ii. What data can we collect using this idea?
 - h. Internships – MSC will supply food and lodging – to work on these projects.
 - i. Interns could go out with the boats and help collect the data from all of the projects.
- c. Greenbackville (S. Cornell)
 - a. Established/using the location for oyster recruitment/settlement location – working with Virginia Resource Commission to establish research there. Feasibility study underway at this point (Shippensburg student)
 - b. Useable outdoor lab space
 - c. Suffered some damage due to Irene in the depot building
 - d. Floating dock installation? Would improve usability for Bio Sampling.
 - e. Might work with local development (Captain’s Cove?) to encourage shoreline protection initiatives including oyster recruitment.
- d. Graduate courses/programs
- e. Alternative Course Offering Winter Term Courses?
 - a. Curacao – 2013
 - b. Ornithology – Birding
- f. Update on D2L site – Sean Cornell
- g. IACUC – any concerns?
- h. Fall – Colloquium and Public Presentations – for fall 2012 meeting (Open House would be September 22, 2012)

VII. Spring 2012 meeting and future meeting schedule

- a. February 18, 2012
- b. Fall Meeting September 22, 2012 – will propose that this meeting return to the MSC so we can coincide with the Open House.
 - i. 3-8 p.m. meeting Saturday evening with working dinner
 - ii. 8-11 a.m. on Sunday to finish meeting wrap-up.
- c. Motioned to approve, Cornell; Oakley, Second. All approved.

VIII. Adjourn formal meeting (~4:18 pm)