



CUAHSI Board Meeting Minutes

September 2, 2014, via teleconference

Roll Call

- 14 members are present, 10 needed for quorum
- “X” indicates Director is present

Term expires 12/31/2014

Diogo Bolster, University of Notre Dame X

Peter Troch, University of Arizona X

Scott Tyler, University of Nevada, Reno (Chair) X

David White, Murray State University X

Term expires 12/31/2015

Anne Carey, Ohio State University X

Robyn Hannigan, University of Massachusetts-Boston (past-Chair) X

Carol Johnston, South Dakota State University

Witold Krajewski, University of Iowa X

Brian Waldron, University of Memphis X

Term expires 12/31/2016

Michael Gooseff, Colorado State University X

David Hyndman, Michigan State University X

Brian McGlynn, Duke University X

Holly Michael, University of Delaware X

Todd Rasmussen, University of Georgia X

Al Valocchi, University of Illinois Urbana-Champaign X

Officers & Staff Present: Adam Ward (Secretary)

Minutes prepared by Adam Ward

Tuesday, July 1, 2014

16:01 EDT Call to Order

- 1. Status of April, May, June Board of Directors meeting minutes
 - a. Ward reported that the minutes from the 01-July-2014 and 31-July-2014 (Biennial meeting) were approved via Action Without Meeting.

	July	July Biennial Meeting
Bolster	Abstain	Approve
Carey	Approve	Approve
Gooseff	Abstain	Approve
Hannigan	Abstain	Abstain
Hyndman	Approve	Approve
Johnston	Approve	Approve
Krajewski	Abstain	Approve
McGlynn	Approve	Approve
Michael	Approve	Approve
Rasmussen	Approve	Approve
Troch	Approve	Approve
Tyler	Approve	Approve
Valocchi	Approve	Approve
Waldron	Approve	Approve
White	Abstain	Abstain

- 2. Status of Fall CyberSeminar Series
 - a. Rasmussen reported that Seth Wenger will host the CyberSeminar Series for Fall 2014, focused on Urban Hydrology. CyberSeminars will be held in October and November, ending prior to Thanksgiving. Several possible speakers were discussed, and Rasmussen will communicate those ideas to Wenger.
- 2. Review of Executive Director Evaluation Procedures
 - a. Tyler discussed a revised evaluation procedure document. The major update to this document is timing. He noted that the current Executive Director contract is a rolling contract that is automatically renewed. The revision would align the timing of NSF funding cycles, in-person meetings, and the employment period for the Executive Director. This change would require the evaluation committee work a bit faster than the current timeline.
 - b. Carey clarified that the revised version was discussed in-person at the July 2014 Biennial board meeting.
 - c. **Motion to approve the revised Executive Director evaluation procedures drafted by Tyler.**
 - i. **Motion: Carey**
 - ii. **Second: Hyndman**
 - iii. **Discussion: None**
 - iv. **Voice vote: Approved unanimously**
- 3. Discussion of Reducing Chair Compensation
 - a. Tyler noted the current chair receives a stipend of \$20,000 per year, and the incoming and past chairs each receive \$10,000 per year. Reduction of this amount was discussed at the July in-person meeting.
 - b. Valocchi noted that the work of the chair elect and past chair may be likely candidates for reduction in expenses, and that the current chair could possibly be reduced. These possibly may be places for budget savings.

- c. Krajewski noted that the accumulated compensation could be used in a different way than annual salaries and considered the accumulation reasonable. He expressed a desire to keep the compensation as-is, given the effort expected of the Chair.
 - d. Hyndman suggested that the chair has a major time commitment, and that a buy-out from teaching responsibilities may be necessary.
 - e. Tyler agreed that the position can be demanding.
 - f. Carey asked about budget needs. Tyler noted that with the tightening budgets and staffing related to the core operations and WDC, the extra funds would be useful.
 - g. Gooseff suggested that it was important for CUAHSI to retain a commitment to the active Chair because it provides a level of expectation for the current chair. He suggested this is symbolic of the commitment and functionally acknowledges the chair's effort.
 - h. Krajewski suggested that all three chairs (past, current, future) often cover for one another and discuss issues, and all should be equally engaged with CUAHSI.
 - i. Tyler suggested that he or Valocchi survey peer organization to discuss chair and officer compensation and report back to the Board. Valocchi committed to completing this effort.
4. Update on Water Data Center Director search
- a. Tyler reminded the Board that the search for a WDC Director was approved in July 2014, and the position has been advertised. He described the position as "outward looking", meaning the person would be a public figure, visible to the CUAHSI community. Hooper, Waldron, and Valocchi are the search committee, with A. Couch serving as an advisor to them. Tyler will circulate a position description, and requested that people help circulate this description broadly. He reported that application review will begin 01-October-2014.
 - b. Hooper noted that this will be advertised in Eos, and that it is currently on their online job listings.
5. Update on Settlement Letter by Maria Maliouk
- a. Tyler summarized that former CUAHSI employee M. Maliouk requested a settlement related to her termination. Tyler reported that CUAHSI engaged an attorney to advise on this matter. He noted this is being presented to the Board to keep them informed, particularly because of potential financial implications for CUAHSI.
6. Request for Pathfinder Reviewers
- a. Rasmussen is leading the review of Pathfinder applications. The program is currently active, and he encouraged students to apply for funding through the Pathfinder program. He noted 20-30 applications per year have been received in past years and felt this could be improved upon. He also requested help in reviewing Pathfinder fellowship applications, either from the Board or from the community. Several Board members volunteered to help with the effort.
7. Executive Director Annual Evaluation and Salary Discussion
- a. The Board entered Executive Session.
 - b. **Motion to accept the Evaluation of the Executive Director provided by the review committee.**
 - i. **Motion: Rasmussen**
 - ii. **Second: Bolster**
 - iii. **Discussion: None**

- iv. **Approval:**
 - 1. **Yes – Valocchi, Carey, Waldron, McGlynn, Hyndman, White, Bolster, Michael, Gooseff, Troch, Rasmussen, Tyler**
 - 2. **No – None**
 - 3. **Abstain – Krajewski, Hannigan**
- c. **Motion to increase salary of Executive Director by 1.25%, pending approval by the NSF.**
 - i. **Motion: Carey**
 - ii. **Second: Hyndman**
 - iii. **Discussion: None**
 - iv. **Approval:**
 - 1. **Yes –Carey, Waldron, McGlynn, Hyndman, White, Bolster, Michael, Gooseff, Troch, Rasmussen, Tyler, Krajewski**
 - 2. **No – None**
 - 3. **Abstain – Tyler, Hannigan, Valocchi**
- d. **Motion to form an exploratory committee to plan for leadership succession at CUAHSI, comprised of Valocchi, Hyndman, and Krajewski.**
 - i. **Motion: Carey**
 - ii. **Second: Krajewski**
 - iii. **Discussion: None**
 - iv. **Voice Vote: Approved unanimously**

17:20 EDT Adjourn

Meeting Documents:

- 1. Procedures for Executive Director Evaluation as approved at this meeting.