

Earth and Environmental Sciences Alumni Advisory Board

Meeting Minutes: October 19, 2018, Room 27 Trowbridge Hall and via Zoom Videoconference

Outstanding Items

1. Funding Committee needs to be formed and coordinated with Steve Hendrix and Adam Blind. Amy will follow up with Steve, Adam and Brad.

Action Items for the Board

1. Board to provide best contact phone number to the Chair (Sullivan), who will circulate an updated contact list.
2. Board to provide short bio and a photo to the Chair for inclusion in next departmental newsletter and alumni website (under development).
3. Board to confirm availability for Spring Meeting Date: April 12, 2019
4. Board to confirm what committees they want to participate with by contacting Committee Chair.
5. Secretary (Burkart) will circulate draft minutes to the board by November 1
6. Mentoring, Bylaws and Alumni Outreach Committees will meet and determine high level objectives and membership by December 1, and send to Chair and Secretary.

The Board Meeting followed (full agenda below)

- Introduction of two new Faculty: Jessica Meyer and Ben Swanson
- Department overview by Chairman, Tom Foster
- Comments about Environmental Sciences Campaign (fund raising) by Steve Hendrix

The Board-directed meeting began at 10:00 AM

Amy Sullivan agreed to temporarily chair the meeting

Present in the room: Mike Burkart and Liz Maas. Participating via teleconferencing: Lee Phillips, Todd Ririe, Steve Schutter, Grant Smith, Amy Sullivan, and Jennifer Wade.

Nonmembers participating were Brad Cramer (Faculty liaison), Adam Blind (Foundation liaison) Tom Foster, David Peate and Steve Hendrix (Professor Emeritus Biology)

A list of Board Members as of this date is attached.

Prior to the meeting the temporary chair had distributed a list of topics for discussion with six pages of suggestions for pursuing these topics. These seven pages are appended to these minutes.

The topic of the **By-Laws** and possible changes was discussed. Mike Burkart agreed to chair an ad hoc committee to propose changes to the By-Laws. Mike suggested the Board act as a committee at large to assure all ideas were included in the draft. This committee will provide a draft of changes or a proposed modified set of By-Laws by December 1. Mike and Amy agreed to provide some initial ideas and Liz offered some ideas about sharing and tracking proposals.

Board Officers: By-Laws call for a Chair and Secretary. Nominations for these two positions followed request by the temporary chair for volunteers. **Amy Sullivan** was nominated for Chair and **Mike Burkart** was nominated for Secretary. Both officers were unanimously elected.

Fundraising

Steve Hendrix informed us that the Environmental Sciences (ENVS) program will be reaching its 25th anniversary. The ENVS will be kicking off a fundraising campaign. The campaign will focus on short-term fund raising goals, such as field trip funds, and long term goals, with faculty startup as one of the goals. The fund raising goal is coming into focus now that alumni from this program are mature professionals and maybe ready to contribute. The Iowa Foundation has not had much engagement to date for this reason and this engagement is now beginning.

Adam Blind picked up Steve's discussion on CLAS fund raising in general. The Iowa Forever More campaign ended about 1.5 years ago. Fund raising has continued however the next official University-wide campaign hasn't been announced or branded yet. Adam emphasized EESD fundraising needs a well-developed story for the department.

Committees:

Initial proposals for committees were derived from By-Laws:

Fundraising

Mentoring

Alumni Day

Distinguished Alumni

Comments:

- Committee membership should not be limited to board members
- An Alumni Outreach Committee should be included in the list
- Steve suggested graduate theses and other unpublished research should be posted on EESD web site.
- Suggested that the mentoring committee utilize the U Iowa Career Center, But Adam Blind offered that this effort had not been successful.
- It was suggested each committee have a faculty contact. Brad indicated he was the faculty point person for the Board and would distribute requests fro the Board or committees to the appropriate faculty member(s).
- Distinguished Alumni Award committee- Lee Phillips will distribute copy of the North Carolina Geological Society's criteria for awards. Adam Blind will find examples for us at U of Iowa.

Decisions on Committees:

- 1- Alumni Outreach Committee will replace and include functions of the originally proposed Alumni Day and Distinguished Alumni committees.
- 2- Steve Schutter will chair the Alumni Outreach Committee and Amy agreed to serve.
- 3- Mentoring committee- Todd Ririe agreed to chair. Liz Maas, Jennifer Wade and Mike Burkart agreed to serve and Brad suggested we include faculty, particularly those involved in advising.
- 4- Committee chairs will solicit members for their respective committees.
- 5- No decision on the Fundraising Committee was made.
- 6- It was agreed that committee membership would be finalized by December 1.

Future Meetings:

Spring Meeting: April 12, 2019

Fall Meeting: October 18, 2019

Special meeting to examine By-Law Proposal(s) to be scheduled after December 1, 2018.

Meeting Adjourned at 11:15.

October 19, 2019 Agenda

9:00-11:15 Alumni Board Meeting (Trowbridge Hall and using Zoom)

9:00-9:10 Introduction of new advisory board members (Cramer)

9:10-9:30 Introduction of new faculty (Meyer/Swanson)

9:30-9:45 Department Overview (Foster)

9:45-10:00 Environmental Sciences Campaign (Hendrix, emeritus professor ENVS)

10:00-10:15 Departmental Campaign/UIowa Foundation (Blind/Cramer)

10:15-11:15 Board-directed discussion (Sullivan)

Afternoon Events:

11:15-1:00 Lunch downtown for anyone interested. Students and/or faculty joining

1:00-3:00 Tours of facilities and chats with faculty around the Department

3:00-5:00 Student and faculty poster session, main floor Trowbridge Hall

**Earth and Environmental Sciences
Alumni Advisory Board
2018 Board Members**

Leon Aden (2018-2021)

Iowa B.S. Geology – 1980
Iowa M.S. Geology – 1982
PNG Highlands Exploration
ExxonMobil Exploration
vickiandleon.aden@gmail.com

Mike Burkart (2018-2021)

Iowa Ph.D. Geology – 1976
Formerly National Laboratory for Agriculture & the
Environment
U.S. Department of Agriculture
Currently Retired
mrburkart@gmail.com

Richard Denne (2018-2021)

Iowa B.S. Geology – 1985
Hunter Enis Chair in Petroleum Geology
Director – TCU Energy Institute
Texas Christian University
r.denne@tcu.edu

Bruce Fouke (2018-2021)

Iowa M.S. Geology – 1984
Director – Roy J. Carver Biotechnology Center
Professor – Department of Geology
Professor – Department of Microbiology
University of Illinois Urbana-Champaign
fouke@illinois.edu

Liz Maas (2018-2021)

Iowa B.S. Environmental Sciences – 1998
Iowa B.S. Biology – 1998
Iowa M.S. Geoscience – 2004
Asst. Professor, Kirkwood Community College
lmaas@kirkwood.edu

Lee Phillips (2018-2021)

Iowa Ph.D. Geoscience – 2004
Director – Undergraduate Research, Scholarship, and
Creativity Office
University of North Carolina – Greensboro
lphilli@uncg.edu

Todd Ririe (2018-2021)

Iowa M.S. Geology – 1976
Iowa Ph.D. Geology – 1981
BP-Chevron-Unocal
Currently Retired
todd@gtririe.com

Steve Schutter (2018-2021)

Iowa M.S. Geology – 1978
Iowa Ph.D. Geology - 1983
Formerly Exxon Production Research Company
Formerly Murphy Exploration & Production Intl
Currently Consulting
steveschutter10@gmail.com

Grant Smith (2018-2021)

Iowa B.S. Geology – 1987
Iowa M.S. Geology – 1990
Managing Director, Commercial Fueling & Ramp
Services
Burns McDonnell
gsmith@burnsmcd.com

Amy Sullivan (2018-2021)

Iowa B.A. Anthropology – 1978
Iowa B.S. Geology – 1983
Iowa M.S. Geology – 1986
Formerly Mobil Exploration
Formerly Shell International
Currently Retired
cajes@mindspring.com

Jennifer Wade (2018-2021)

Iowa B.S. Environmental Sciences – 2003
Iowa B.S. Chemistry – 2003
Assistant Research Professor
School of Earth Sciences & Environmental Engineering,
Northern Arizona University
jennifer.wade@nau.edu

EESD Advisory Board Discussion



Topics:

2014 – 2018 Board Recognition
Confirmation of Board Chair and Secretary
Committee Organization & Chairs
Distinguished Alumni Award
Meeting Date Schedule
Confirm Contact Information
Any Other Business (AOB)

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2014 – 2018 EESDAB Steering Committee



Mark Reagan: Outgoing EES Department Chair
Tom Foster: Incoming EES Department Chair
Emily Finzel: Alumni Relations Committee Chair

Board:

Dr. Ray Anderson: retired, Iowa Geological Survey
Brian Hartman: Huidbay Minerals, Toronto Ontario
Dr. Jim Klaus: University of Miami
Dr. Steve Schutter: Consultant, ExxonMobil Research
Grant Smith: Burns & McDonnell Engineering Co., Inc.
Amy Sullivan: retired, Mobil, ExxonMobil, Shell

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Confirmation of Board Chair and Secretary



Responsibilities per Bylaws:

II. c) The Board will elect a Chair (3 Year term)

- Chairs annual fall meetings & serve as the principal liaison between the Department and the Board members
- DEO or Chair may call additional meetings at any time
- Chair provides tentative agenda to DEO and solicits additional agenda items from the DEO and Board
- 30 days prior to the Annual meeting the final agenda will be provided by the Chair
- Arranges Spring teleconference which is facilitated by the department
- Will ensure proxies/ballots are voted by absent members within 1 week of a meeting

II. d) The Board will elect a Secretary (3 year term)

- Will take notes and prepare the minutes, to be available within 30 days
- Will ensure the Board reviews the minutes
- Committee project completion dates will be included in the summary

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Committee Organization & Chairs



- Each committee has a Chair, membership is voluntary
- Committee should have specific objectives, goals with timelines
- Recommend 3 member minimum per committee
- Determine if committee membership is exclusively limited to Board members

1. Fundraising
2. Mentoring
3. Alumni Day
4. Distinguished Alumni Board

Additional Committee(s): Feedback and Ideas from the Board

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Distinguished Alumni Award - Discussion



- Criteria
- Nominations
- Selection of Awardee
- Notification
- Award Event Plan
- Memento / Award
- Suggested Timeline:
 - Criteria – Today
 - Nominations close Nov 16
 - Committee selects Awardee by Dec 14 and announces to Board and DEO
 - Awardee Notification Jan 15, or by Spring meeting (bylaws not clear)
 - Decide if award presented in Spring 2019 or Fall 2019

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Meeting Date Schedule



- **Fall Meetings: On Homecoming Fridays** <https://homecoming.uiowa.edu/>
<https://hawkeyesports.com/sports/2016/6/13/sports-m-footbl-spec-rel-future-schedules-html.aspx>
 - 2019 – Oct 18 (Oct 19 Purdue, Confirmed on football schedule)
 - 2020 – Oct 23 (Oct 24 Northwestern) TBC
 - 2021 – Oct 8 (Oct 9 Penn State) TBC – **Alumni Day(s)**
- **Spring Meetings** <https://registrar.uiowa.edu/five-year-calendar>
 - Spring Break: 2019 Mar 17-24, 2020 Mar 15-22, 2021 Mar 14-21
 - GSA North-Central Section: 2018 Mar 25-27, 2020 May 18-19, 2021 Apr 18-20
 - Suggested Dates: 2019 Apr 12, 2020 Apr 10, 2021 Apr 9 (all Fridays)
- **Special Meetings**
 - Recommend Committees check in monthly to ensure goals progressing
 - Committee Chair & Board Chair meet 1 month prior to Spring Meeting
 - Board members welcome to visit at any time !!

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AOB



- Alumni website – suggestions welcomed!! Sullivan and Cramer building content:
 - Board Members and Bylaws
 - Links to Technology Center, Science Library, etc.
 - Committees and respective Chairs with objective and summary
 - Summary of funds and endowments
 - Distinguished Alumni Award information
- Confirm Contact Information
- Advisory Board – Short Bio and Photo for website
- Revert to Chair on Availability for Spring Meeting April 12, 2019