To: Michigan Tech Center for Water & Society Advisory Committee  
From: Noel Urban, Director of Michigan Tech Center for Water & Society  
Date: September 27, 2011  
Subject: September 27, 2011 Michigan Tech Center for Water & Society Advisory Committee Meeting

The Michigan Technological University Center for Water & Society (MTCWS) Advisory Committee (AC) met September 27, 2011 at 11:00 am in the Dow Environmental Engineering & Sciences room 873. The purpose of this memo is to describe the results of the meeting.

Committee Members Present:  
Noel Urban, Director  
Brian Barkdoll, Civil & Environmental Eng.  
John Gierke, Geological & Mining Engineering & Sciences  
Tom Pypker, School of Forest Resources & Environmental Science  
Daya Muralidharan – School of Business and Economics  
Amy Macarelli – Biological Sciences  
Carol MacLennan – Social Sciences  
Sarah Green – Chemistry  
Joan Chadde – Western UP Center for Science, Mathematics & Environmental Education  
Carol Asiala, CWS administrative assistant

Attachments: Noel’s presentation in PDF format

1. Welcome  
Noel Urban welcomed the Advisory committee as the new director, and recognized Alex Mayer’s efforts in behalf of CWS over the past 6 years.

Action:  
- Present thank you gift and/or certificate to Alex Mayer at the World Water Day event  
- Advisory committee will send their ideas for a gift to either Noel or Carol Asiala  
- Suggestion: a commissioned piece of art work involving Lake Superior

2. Survey Results  
Responses from 17 of 58 faculty and 10 students
Funding Allocation – in order of importance from survey
1) student travel/research awards;
2) Identifying funding opportunities;
3) Seminar speakers;
4) matching funds/proposal writing assistance;
5) WWD activities;
6) travel to enhance visibility;
7) faculty travel/research;

External newsletter - Most favor the idea of an external newsletter

CWS member functions - Most favor about 2 per year, favoring the World Water Day events and coffee
socials

Action:
• Set 2011-12 budget plan in Agenda Item 5
• Will start developing ideas for external newsletter and list of recipients
• World Water Day will continue to be the CWS signature event
• This Fall, at a CWS-sponsored seminar, CWS will host a social with refreshments afterwards
• Next Fall, will plan to hold the Advisory Committee meeting with full membership in
attendance (ideas - kick-off event with a 20-minute inspirational speaker & refreshments)

3. Role/functions of advisory committee
Reviewed the functions and roles of the CWS advisory committee. Discussed the promotion of CWS on
campus.

Action:
• Members will be solicited to send a list of keywords that define their research interests to Carol
Asiala that will be added to the Faculty page of the website.
• Update webpage to make the Faculty CWS registration form more visible
• Add an online signup to the webpage so that students can join directly without an advisor’s
recommendation

4. Goals for this year, strategies
Noel presented his goals for 2011-12, and asked for input for other priorities.

Priorities include CWS support on large research proposals; increase the number of CWS sponsored
seminars; provide opportunities for socializing/networking. Events on campus this year that CWS should
participate in are the SFHI Water hiring process and the opening of the Great Lakes Research Center in
May 2012.

Action:
• When large RFPs are announced that are of interest to CWS members, notify Noel. He will
select a subcommittee to review the proposal, and then organize brainstorming sessions and
collaborations to put a proposal together.
- Plan for 2-3 CWS sponsored seminars each semester. Include a short update on CWS activities and provide refreshments for a social after the event. Will be soliciting ideas for this year’s World Water Day speaker.

5. **Budget - review history, approve budget plan for this year**

The CWS budget was reviewed, and a new budget plan was drafted. Current balance as of September 27, 2011 is $32,536 and based on last year’s incentive return, CWS could expect an approximate budget of $56,800.

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<thead>
<tr>
<th>Budget Category</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Administration</td>
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<tr>
<td>Student Awards</td>
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<td>Searching for new funding opportunities</td>
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<td>Outreach</td>
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<td>Proposal writing</td>
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<td>Travel to increase CWS visibility</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>$63,000</strong></td>
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**Actions:**

- Student travel awards will be increased from $300 to $500, and more than 5 per year will be granted.
- Proposal writing could include Carol Asiala’s time and also travel funds if external collaborators need to be brought to campus
- Outreach – requests will be presented to Advisory committee for approval
  - Plan for 2012 Great Lakes Ecology Teacher Institute to be hosted in the GLRC
  - Biennial Lake Superior Youth Symposium will be held at Michigan Tech in May 2013
    Joan will draft a proposal partnership letter needed for proposal, and Noel will circulate to the Advisory committee
  - Use of Agassiz for community and K-12 programs

6. **GLRC**

Discussed opportunity to house external groups in the GLRC - e.g. Sea Grant, MI-DNR, MI-DEQ, GLERL, Army Corp of Engineers

7. **SFHI**

Some CWS members are on the SFHI Steering committees, others will be involved in the review process. When campus interviews begin, CWS members will be encouraged to attend lectures and submit input into the reviews.