

Faculty Advisory Board Meeting  
UF Water Institute  
Wednesday December 6, 2006

1. Introductions
2. Review of agenda
3. Reviewed 6 month progress report. Discussed highlights:
  - Survey and Faculty Retreat conducted
  - Many meetings with internal and external stakeholders
  - State Legislative funding request (\$4.75M) currently being pursued by UF Lobbyists
  - Federal Congressional Earmark Request (\$5M) was approved by UF administration to be pursued by federal lobbyists
  - Have 3 funded projects, 1 proposal under consideration, 4 proposal working groups.
  - Will be releasing Internal RFP soon to jumpstart programs

Action item for future meeting:

- Formally define roles of related Centers...eg Wetlands Center, PURC, Water Resources Center ,LUCEI, Center for Environmental Policy
4. Review of Water Institute staff and Responsibilities
    - Currently 2 Research Coordinators.
    - Plan to add additional Research Coordinator to work on Symposium, Seminars, Water and Society Faculty Workgroup, Public Relations and Outreach (working on position announcement)
    - Partially Supporting a Fiscal position in ABE
  5. Review Water Institute Budget
    - 400K from Win Phillips, DSR (guaranteed to recur for 3 years—work toward continuing budget to fund basic office functions
    - Plan about \$150K for office functions, about \$250K for programs
  6. Discussion of Role of FAC (see attached revised charter)
    - a. Should meet monthly during academic year
      - Group should elect a chair-elect annually. Set up rotational scheme i.e. 1 year chair-elect, 1 year chair, 1 year past-chair
      - Work toward defining specific roles and activities for chair-elect, chair, past-chair
      - FAC should help integrate Water Institute activities with other groups on campus. Should also integrate external advisory committees with other similar centers.
      - FAC should write an annual letter of evaluation for the WI.

Action items:

- Mark will circulate an email to see who is willing to serve as chair-elect, chair or past-chair, then follow-up with survey monkey ballot

- Will also ask for a vote on FAC Charter by survey-monkey at same time as chair ballot.

7. Discussion of Water Institute Project Classification (approved revised version attached)

- Proposed Water Institute Project Classification was presented and discussed. Services provided by WI for various classification and IDC recovered for various classifications were discussed. We need to make it clear that PIs and Dept Chairs do not lose IDC under any category. In some cases IDC comes from Win Phillips, in some cases comes from VP or Dean.
- Discussed changing titles to Water Institute Affiliated, Water Institute Assisted, Water Institute Directed.
- Should create a web-accessible database of all existing Projects by WI Affiliated faculty (i.e all Water Institute Affiliated Projects). This will be good PR for PIs, Depts and WI. WI should be proactive to get list from VP for Research office, and then get project summaries from all affiliated faculty. Should get permission from faculty before claim their project as Water Institute Affiliated.
- Discussed need for WI to show return on RCP invested funds. Reporting should be very explicit. Need to be sure we have a mechanism for guaranteeing that WI actually gets listed on related projects and IDC (bookkeeping). Track all funded Water Research. Compare against current benchmark. Discussed that it will be virtually impossible for the Water Institute to become self-sufficient based only on IDC. Ask Angel Kwolek-Folland to see wording of CLAS definition of centers—want positive wording rather than negative expectations.
- It would be a good idea to benchmark against other well known centers/institutes on benchmarking/metrics for success (Wisconsin, Arizona, Stanford, Illinois, etc...) Possible visit to another center including an upper administrator from UF.

Action items:

- FAC approved Water Institute Project Classification Policy with minor changes (approved version attached).
- Publish Project Classification Policy on website and advertise via email to WI faculty as well as Dept. Chairs, Deans, VPs etc.

8. Review of Water Institute Program Initiation Fund (approved revised version attached)

Discussed Draft RFP (attached). Recommended the following changes

- Only require PIs and Chairs to sign DSR forms. Get Dean's signature if funded
- Eligibility: Faculty must be affiliated with WI prior to submitting proposal

- No overhead on budgets
- Reference thrust areas in RFP but make it clear these are still under discussion.
- Do not require cost-sharing or it is not truly a seed fund program and may disadvantage some departments. Encourage matching in guidelines, but not required in review.
- Remove matching funding as a fundable category. This should be treated separately given different deadlines
- Do not publish total amount of funding in order to leave some flexibility based upon quality of proposals
- Reduce proposal requirement to 3 pages, 12 point font
- FAC agreed to serve as review panel for opportunity fund. In general each proposal should receive 3 reviews. Meet as group to discuss proposals and make recommendations.

Action item:

- FAC approved Program Initiation Fund RFP. (Note subsequent review by Win Phillips required renaming from Opportunity Fund to Program Initiation Fund and disqualifying PIs who received funding from IFAS Dean for Research or UF VP for Research Office in 2006.

9. Next meeting 3pm-5pm Thursday January 4<sup>th</sup> 2007—Conference call capability can be set up if necessary. Tentative Agenda Items for January Meeting.

- Completion of Strategic Plan
- Formalization of Relationships with other UF Centers
- Formation of Symposium Committee
- Formation & Management of Faculty Workgroups
- Approach for formal engagement of External Stakeholders
- Potential Century Commission Opportunity