

CIRES Members Council Meeting

Minutes

Dec 16, 2024 11:00 AM -12:30 PM MT via Google Meet

Google Meet joining info

Video call link: <https://meet.google.com/jdk-rqpz-oem>

Or dial: (US) +1 929-260-4542 PIN: 475 076 668#

Y/N	CIRES Section	CMC Member	Role
Y	CSL	Yelena Pichugina	Delegate
Y	CSL	Siyuan Wang	
N	East Campus/NSIDC	Agnieszka Gautier	OPA Chair
N	East Campus/NSIDC	Molly Hardman	
Y	East Campus/SEEC	Alison Post	
Y	East Campus/NSIDC	Audrey Payne	OPA Vice-Chair
Y	GML	Aleya Kaushik	Chair
Y	GML	Gaby Pétron	
Y	GSL	Jeff Duda	Vice-Chair
Y	GSL	Guoqing Ge	Mentorship Chair
N	Main Campus	Ryan Cassotto	
Y	Main Campus / IT	Meg Tilton	Membership Chair
Y	Main Campus/ Admin	Aly Krimmer	Rendezvous VC (to be voted)
Y	Main Campus/ CEEE	Daniela Pennycook	Secretary
Y	NCEI	Sam Califf	
Y	NCEI	Chuck Anderson	
N	PSL	Hui Ding	Mentorship Vice-Chair
Y	PSL	Adam Schneider	Delegate
Y	SWPC	Kim Moreland	Rendezvous Chair
	CIRES Section	Liaison	Role
Y	ESRL	Lucia Harrop	Administrative Liaison
	CIRES Section	Guest	Role
Y	CEEE	Mara Coe	Comms & Program Coordinator
Y	GML	Scott Clingan	Future GML rep
		Marty Heath	

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Meeting called to order: 11:02 AM

Reports

- **Notes (Aleya) (5 minutes)**
 - Any guests in attendance today?
 - Welcome Mara Coe from CEEE
 - Welcome Scott Clingan - GML
 - Welcome Maria Genhe - PSL CMC meeting day/time
 - Everyone should have Google and/or Outlook calendar invites for the next 11 months
 - Did everyone/a majority vote on Aly's nomination to the Rendezvous VC position?
 - Bylaws finalized!
 - <https://docs.google.com/document/d/1Cakzrx0PbqE1j2GpGPmWCCvexYaMq3vaABLLy7f3Dk/edit?tab=t.0>
 - IT is working on consolidating all CMC documents into one google drive (or OneDrive?) folder
 - Who all will have access? Everyone in the CMC (Meg will run this by Nate to ensure security protocols are met, given that we don't want to change the password constantly)
 - Google drive would be preferable for NOAA-based Members
 - Secretary will centralize the docs and work on organizing

- Becca synthesized the Norms document that we worked on during the October meeting:
https://docs.google.com/document/d/1aM-JkYFUBK_sRwdeuQiAoacHdE148Cf5/edit
 - We will revisit this with Becca (probably in January) and also as new folks come on board

- **Secretary (Daniela) (2 minutes)**
 - Welcome Aly Krimmer, our new Rendezvous Vice Chair!

- **Membership (Meg) (5 minutes)**
 - Upcoming rep replacements:
 - Gaby - Last meeting today! Potential replacement Scott from GML
 - Molly - Retiring in January. Replacements are being sought.
 - Daniela working on stepping down in Feb, looking for a secretary
 - Chuck - retiring in February, looking for a replacement
 - Sam - also retiring around February. He and Chuck are looking for replacements together.
 - Siyuan - retiring in February
 - Yelena - CSL, retiring when it will be convenient; working on finding a replacement
 - Aly Krimmer has joined as Admin rep - finalizing Rendezvous vote
 - Reminder: the rep that is leaving should look for volunteers within their group - this should be an open invitation for the full group, if no volunteers then reach out to folks directly from your group. Some consideration for well-rounded representation.
 - Meg – going to create info docs for prospective and new reps. CIRES IT is implementing a new CRM-type system, CIRES info, and will post material in that.

- **Outstanding Performance Awards ([OPA](#)) (Agnieszka/Audrey) (2 minutes)**
 - Not sure where we left this: New issue for September discussion: request to add a new lifetime Scientific Excellence award for scientists based on H-index/pubs/years of service
 - Potential subcommittee?
 - Aleya is following up with Christine to see if fellows will take this on
 - Working on a FAQ document to go with OPAs, will share with CMC. Please add any questions you hear often.
 - Nominations are open!

- **Fellows Meeting (Yelena/Adam) (10 minutes)**
 - **Fellows Meeting on Nov 21, 2024**
 - **Announcements and Updates:**
 - Visits in Washington, DC with VC-RIO prior to the 2024 election
 - COO, Patrick O'Rourke, stepping down in addition to the Provost
 - CIRES bylaws still in review at RIO
 - Promotion cases for full professor; because of timing, the Fellows will not vote on these cases, but will have access to the dossiers.
 - **Awards and Recognition:**
 - Highly cited Authors: Noah Fierer, Jose Jimenez
 - RIO Faculty Fellows: Ellie Browne
 - Governor's Award for High Impact Research: Outstanding Early Career Scientist Award: Dr. Manuel M. Mendoza – former CIRES Visiting Postdoctoral Fellow with Anne Sheehan.
 - **Faculty search updates:**
 - Environmental Change, Health and Well-Being-109 applications
 - Ecology and Remote Sensing -100 applications
 - Both searches progressing well..Expect update at January Fellows meeting.
 - **CIERSDS Update** by Kari Bowen, Science and Admin Manager
 - **CIRES Code of Conduct Presentation** by Christine Wiedinmyer -
 - In addition to the CU code of Conduct.
 - Looking for feedback from CMC in January.
 - Cooperative agreement proposal for 2026 is underway

- **Executive Committee Meeting (Yelena/Adam) (5 minutes)**
 - Quick meeting on Dec 12 to discuss adding new non faculty fellows to CIRES
 - Currently 29 faculty, 1.5 feds, 1.5 CIRES employees at DSRC, 0 main campus soft money scientists
 - CIRES director stresses need to improve diversity of representation, particularly for DSRC-based CIRES employees and main campus soft money researchers
 - Questions discussed:
 - Should we add more fellows? - Yes, why not?
 - If so, how many?
 - Add 4, skip a year, add 4, skip a year and so on... OR
 - **2 every year**
 - What kind? - Priority to add representation from NOAA Boulder labs, doesn't necessarily fed versus CIRES
 - proposal to CIRES Fellows adding 2 Fellows in 2025 from NOAA Boulder labs to be announced at December 19 Fellows meeting

- **SMT+Chairs Meeting Report (Jeff/Aleya) (10 minutes)**

- CMC Bylaws finally approved by SMT
- Fellows don't have bandwidth to take on Lifetime Award. Other options?
- CIESRDS Executive Board meetings: CMC reps can't comment on sensitive or time-sensitive issues such as faculty searches (there are 2 ongoing), but Kari can pass notes to CMC as needed
- Discussed ways to increase engagement of CIRES rank-and-file with CMC.
Some ideas:
 - Get monthly meeting agenda settled earlier so that reps can send pre-emptive email to clusters not only informing them of the upcoming meeting, but also informing them of what is planned to be discussed.
 - Featured speakers from outside CMC: Christine W. would like to present us the Well-able (health) app sometime soon. Also, research briefs/science talks from CIRES scientists. C'mon, we should all be at least somewhat familiar with what our colleagues are doing!!!
 - Other suggestions for speakers? BFA..
 - Add a check in? Each cluster could lead a 5-10 minute feature or engage with about issues they are facing or new projects
 - Original purpose of Rendezvous was actually to increase engagement and share research among CIRES constituents
 - Will work on schedule in person meetings twice per year with lots of time for folks to plan. Secretary and Chair will work on sending out a form, aiming for March.
 - Stipends were originally to pay for lunches at meetings, higher stipend for chairs were to cover visitors
 - But an in-person meeting with food could do a lot to boost morale
 - Virtual coffee hours monthly for remote employees, more engagement in virtual trainings
- Merit raises: currently being reviewed. See [recent blog post](#).
- Next meeting will be just before next CMC meeting

- **DEI (Lucia) (3 minutes)**

- Still need a replacement for Tyler as DEI person Lucia to serve in the interim
- *[Standing reminders]*
 - People can [sign up for the DEI Newsletter here](#).
 - Encourage your groups to sign up if they want to engage with DEI
 - Invite your clusters to the Inclusive Community of Practice (ICoP) monthly meeting ([see events page](#)). The meeting is open to everyone and people should feel welcome to come late, leave early and engage however they can with the group.
 - [Upcoming events](#) & initiatives

- All DEI trainings can be found on [InsideCIRES DEI](#):
 - Implicit bias in the workplace - everyone should do this training! Training is not recorded to allow for a safe space for sharing, but there is a 25-minute recorded training w/ worksheet.
 - [Jan 29th Inclusive Science Communications](#) → great training for anyone going to conferences
 - Group norms will be finalized in January
 - Anyone can do group norming. Encourage your teams and groups to work with Becca on developing norms.
 - DEI program manager position in the works. Hoping for Jan 1

- **CIRES Rendezvous** (Kim/Aly) (1 minutes)
 - Welcome and a big thank you to Aly for stepping into the Rendezvous Vice Chair!
 - STILL Rendezvous quiet time.
 - Kickoff meeting sometime in mid-Jan.
 - Meg helping with Rendezvous

- **[Mentoring Program](#)** (Guoqing/Hui) (4 minutes)
 - Mid-term survey to be sent out on Jan. 2nd, 2025
 - we are finalizing survey questions
 - Add some questions about the use status of the Teams space
 - Discussion on the possibility to expand the mentoring program
 - graduate student mentoring (from SI#3)
 - proposal mentoring on actual proposals (from SI #1)
 - The majority of the MP committee think that we don't have the capacity (not enough mentors, 5 mentees left out without matching a mentor this year) to include the graduate students. The current MP has a focus on CIRES employees and we want to serve them first.
 - Most prefer launching a separate program for graduate student mentoring but we can share resources/tips and Jimena would be happy to provide consulting services for the new program.
 - Jimena: CIRES IT may need more (more than expected) funding/money to set up the graduate student mentoring program as they may need to hire a new employee to do this.
 - The Mentoring program (Mentoring) is currently offered as part of our EVP (Employer Value Proposition) in all CIRES postings.

- **HR programs, training, and other career building opportunities**
(Lucia) (1 minute)

- One-on-One training for supervisors is available; reach out to [Jimena Ugaz](#) directly if interested. Always let me know when someone becomes a supervisor for the first time.
 - Training Opportunities: please see [CIRES events](#) for travel seminars and Q&A sessions.
 - [Career track and Promotion](#) information session recording
 - Career Track promotions due just after the new year
 - Best Practices for Employees will be held [February 6](#)
 - Performance Management will be held [March 5](#)
- Link to all recordings/slides:
<https://insidecires.colorado.edu/hr/supervisorResources.html>

- **Honoraria (Ryan)**

- Putting together a document that summarizes the results from the informal survey for accepting and requesting honoraria, when circumstances present. CU Resources and Requirements (DEPA) will be included. The final document will be presented to CIREs HR and the Administration for approval and then published on InsideCIREs as "Honoraria Guidelines".
- Draft Google Doc [here](#).
- Next steps
 - HR / Admin review/approval
 - Post to InsideCIREs (Forms? Policies? A-Z? other?)

- **Anonymous Feedback (Lucia)**

- All entered feedback can be found [here](#). One new entry in late November
- Feedback on engaging remote people with the greater CIREs
 - Working on finding meaningful ways to engage; it's a challenge.
 - Engaging with Hybrid teams training encouraged

New Issues

Please enter a short summary for new items you would like to bring up to the CMC here. As time allows, we will review the list and decide how the CMC can try and help.

Note: Please add the month when you add an issue here so we can track progress on it.

- Digital engagement questions from the October meeting remain on the radar, but no progress to report. (Lucia)
- [CIREs Science Summit](#) (March 18, 2025) [part of strategic imperative 1 & 2, <https://cires.colorado.edu/cires-strategic-plan>]

- Meant to be complimentary event to Rendezvous to offer a platform for CIRES folks to collaborate and discuss opportunities to collaborate
- No poster session, round table discussions and possibly lightning topics

Action Items

Meeting adjourned at 12:06