

Minutes of the Queen's Chemistry Innovation Council, Oct 19, 2012

Present : Adi Treasurywala (chair), Natalie Cann, Steve Leach, Jack Bikker (secretary), Wayne Schnarr, Will Rogers, Richard Devereaux, Cory Johnston

1. The QCIC will charter a Membership Subcommittee to review current QCIC membership, consider gaps, and understand opportunities. Steve Leach and Natalie Cann.
 - a. **Deliverable:** Review current membership and identify desirable profiles of needed additional or alternative members. Provide analysis by the end of December 2012.
 - b. Consider this effort in the context of migrating QCIC to a core and "friends" structure.
 - c. There are currently four suggestions for new members and they need to be responded to. So this committee should look at those people and have a recommendation in the light of their deliberations above as soon as possible
2. The QCIC will charter a Communications Subcommittee to take on the ownership of the communications between the executive (Wayne Schnarr and Steve Leach) and subcommittees and circulate progress, findings, and issues to the full QCIC. Jack Bikker and Wayne Schnarr.
 - a. **Deliverables :** Monthly report to QCIC highlighting activities of the various subcommittees.
3. The QCIC will charter a Fundraising Subcommittee to promote fundraising on behalf of the Chemistry Department. Cory and Richard.
 - a. **Deliverables:** Analysis of fundraising opportunity afforded by "friends" structure.
4. The QCIC will charter an ad hoc group to develop a Student Relations Subcommittee to support graduate and undergraduate students. Will and either Nick Mosey or Ralph Whitney.
 - a. **Deliverables:** Plan to be circulated to QCIC by the end of November.
 - b. Natalie to talk to Nick and/or Ralph to help Will develop this effort.
5. The QCIC will charter an ad hoc group to evaluate outreach to US schools. Richard to coordinate.
 - a. **Deliverables :** Richard to report back to the group by end of December.
6. Elections: QCIC elected a new chair and vice-chair.
 - a. Wayne Schnarr elected to be Chair of the QCIC (unanimous vote)
 - b. Steve Leach elected to Vice-Chair (unanimous vote)

- c. Thanks to Dave Thomas for his efforts over the past several years to revise the QCIC charter and structure
7. Projects: The QCIC considered a list of proposals that were provided during the morning sessions.
- a. The proposed projects included:
 - a.i. QCIC graduate education course focused on Business Management (N Cann)
 - a.ii. Project to develop a periodic tables composed of ceramic tiles for Chernoff Auditorium as an outreach activity to students and alumni. This could be extended to a fundraising effort by having donors sponsor tiles. (R Oleschuck)
 - a.iii. QCIC to act as liaison for industry/academic partnerships to increase funding by this mechanism (N Mosey)
 - a.iv. Development of a mentorship program, that may include an electronic forum. This may also include a possible professional development workshop on interview skills, CV writing, networking, basic business skills, and entrepreneurship. Furthermore, QCIC members may speak at a departmental seminar series (J Saunders and T deWinter).
 - a.v. Focused effort to develop a program of summer internships (N Gibson and M Todd).
 - a.vi. Faciliate student opportunities, research opportunities, and revenue generation (C Fekken)
 - b. The QCIC was interested in the possibility of developing the business management course tailored to success in the chemical industry. Before committing, we would like to ensure that no suitable business education opportunities are available. Note that some potentially appropriate courses may not be suitable because of prerequisite requirements and course enrollment limits.
 - b.i. Will Rogers to work with Chemistry Department to survey existing business education opportunities and report back to the full QCIC by the end of November.
 - c. We discussed the need for professors to be engaged in the promotion of their research to industry. If every professor made a list of 2-3 companies relevant to their research area, the QCIC (or broader QCIC and alumni community) could identify ways to connect the chemistry department to these companies.
 - c.i. Natalie to assemble a pilot group of professors who would like to build a more focused industrial outreach effort. These professors would provide a list of

several companies relevant to their research with whom they are not currently working. Natalie to provide by November 30.

- c.ii. QCIC will facilitate connections and support professors in their efforts to network with these companies.
- c.iii. Natalie to send the list to Cory, Cory to develop preamble, Barb to send out to QCIC, and Cory to ensure that there is summarized feedback back to Natalie (early January).
- c.iv. The QCIC encourages the Chemistry Department to set a goal to increase funding by leveraging industrial funding opportunities as part of the emerging 5-year plan. We recommend that a specific goal be articulated to focus this effort (e.g. "fund 20 additional students through leveraging industrial funding opportunities")
- d. Coordinating with Career Services, QCIC members would like to support a Career Development Workshop (CV, networking, interviewing).
 - d.i. John Saunders to contact Career Services about developing a program
 - d.ii. Natalie to follow up with John on outcome and inform the QCIC. Will and Wayne willing to support any subsequent program
- e. There was considerable discussion about summer internships. Career Services already coordinates much of this recruiting but there is no systematic mechanism to ensure that chemistry internships were circulated to the chemistry department. Much recruiting for summer internships happens in September and October, well before most students consider their internships for the next summer.
 - e.i. Natalie to ensure departmental follow up with Career Services on chemistry summer internship opportunities.
 - e.ii. Cory to email Natalie with information on job posting trolling websites
- f. Specific response to proposals
 - f.i. Jack will draft a response to the proposals from the morning session, circulate to QCIC for feedback, then work with Barb and Natalie to distribute the response. Target Oct 26 (latest) for distribution.