

**Department Committee Meeting Minutes**  
**Friday 12/9/22**  
**9am-noon, River Road 325 & Zoom**

**Accept previous meeting minutes and approval of agenda**

**Recent Developments and Chair's Update – Loboda**

- Chair's soapbox
- New and modified policies (please review before the meeting)
  - UMD's Equitable Access Policy <https://pact.umd.edu/key-issues/equitable-access-policy-faq>
  - UMD's Consulting Policy <https://research.umd.edu/consulting-policy>
  - UMD's Out-of-State work policy [https://drive.google.com/file/d/1VAcMb5fHDwJzSITBt67mYvcuyRK5XX4M/view?usp=share\\_link](https://drive.google.com/file/d/1VAcMb5fHDwJzSITBt67mYvcuyRK5XX4M/view?usp=share_link)
  - UMD's Workload Policy <https://drive.google.com/drive/u/2/folders/18NP7dplUP2lu7mS6Y8Avv5eEaLaEu-NT>

Consultancy MOU to be signed by chair and dean – confirm difference professional activities versus consultancy needing MOU

Out of state work policy is being developed. The labor laws of the state apply, not the labor laws of MD. Campus is considering hiring legal representation in every state people are working in.

Workload policy: The value of teaching has gone up and the value of research has gone down. PTK faculty will be unaffected by this policy.

New TTF hiring process for BSOS. The position and the salary and fringe dollars go back to the Dean's office. Departments will need to submit proposal for new hires and the senior leadership in the college will review and decide which hires to fund.

We need to develop priorities for diversity hires, interdisciplinary joint hires and hires to meet strategic departmental needs.

**Action Item:** We will have a huge research showcase at River Road and invite the Dean and Provost. Important that faculty attend.

BSOS has a big research initiative called the BSOS research hub. Faculty should submit information to be included.

Catherine Nakalembe has joined the tenure-track faculty as Assistant Professor starting in January.

**Associate Chair Issues – Hurtt**

Undergraduate majors are increasing. We are at 116 compared to 69 in 2121.

We are going to do the high school banquet again. It was very successful and we are going to have a panel of teachers discuss how to attract high school majors.

Dean's fellowship money has been used in the past to supplement first year students. Leila, George and Rachel are looking into how to best use the Dean's Fellowship dollars.

College Park Academy wants to do tours of the Department.

The graduate student panel was popular and the high school students asked a lot of questions. Considering sending the graduate student panels to the high schools to discuss why major in Geographical Sciences, how much homework there is in college, etc.

### **Undergraduate Director Issues – Yearwood**

Winter term has 145 students registered so far.

March 30<sup>th</sup> will have an in person career fair in the Prince George's room of the Stamp Student Union. We are going bigger and better with more companies with the help of BSOS. Last October the network event had 18 companies registered but 48 companies attended.

There was a workshop about online versus in person teaching. The Provost wants to go back to in person but the big problem is absenteeism and what to do about it.

We cannot give credit for attendance. If you try to use the clicker, they can do it in the beginning and then leave so you need to use the clicker throughout the class period. If a student isn't feeling well they cannot attend so it is an easy excuse.

GEOG201 had 240 students attending at the beginning of the semester and only ~ 50 students attend now.

There is a TERP classroom big enough for 201 but instructor needs a TA to transition course to projects in class so the lack of TAs is a problem. TERP classrooms are collaborative classrooms with round tables and screens on all the walls. The lecture hall chairs rotate so groups of students can cluster together to do work. You have to reserve a TERP classroom about two semesters in advance.

Lectures are recorded in Elms and are only available to the class, not the general public.

Grad students are encouraged to teach in the summer to gain teaching experience.

Loboda has talked with the Computer Science Chair. They are not seeing a decline in the number of CS majors interested in working with us. Considering a diploma certification in geospatial data science (smaller commitment than a minor).

Leila's class is cross listed in Computer Science and Geographical Sciences.

### **Graduate Director Issues – DeFloriani & Haber**

- Reviewing Terp Engage and the admissions process

We are in the recruiting stage for PhD students for new cohort; 13 completed applications and 60 started application. If a faculty member is interested in a student, we are willing to waive the application fee.

We had a meeting with Wuhan at the end of October. Our students presented and it was very successful.

Fellowship options include:

Flagship fellowship for 60K on top of stipend

President fellowship 40K (BSOS and dept split the 10K cost share – restricted to US citizens and US minorities)

Graduate Director wants to form a committee to review the fellowship recommendations. Gore, Farrell, and Feng volunteered to be on the committee. The committee should not include any faculty who submit applications on behalf of their advisees.

The timeline was discussed and it was noted that the recommendation letters need to stress how the student would make us a better department. These can be in bullet point format rather than paragraphs. The fellowships are used as a recruiting tool so campus does not consider UMD students as seriously.

4/15 is the deadline for telling students they were denied admission.

We will be increasing the Dean's fellowships to get them closer to the stipend of a half GA. Dubayah – spreadsheet make more obvious if someone met recruited and funding them

- Current # TA openings

Chart provided re open numbers

### **GEOG Graduate Student Organization (GGSO) – Gao, Mullen, Rakowski**

- 9.5 month to 12 month appointment shift survey results
  - 65 students in program – survey response rate less than 50%
- Graduate student living expense survey results
  - Can the Department cover the \$125 international student fee – CS and Physics are covering this.
- Safe transportation between RR and LeFrak
  - Department cannot provide bicycle – would be liable in accident
  - Transportation options including carpool spreadsheet were discussed.
  - Spring 23 104 bus route will be closer to LeFrak which will help.
  - All buildings want a bus route – we could bundle our request with ESSIC and DivIT.
  - Can Veo bikes be stocked at River Road?

### **Research Faculty Committee – Humber**

- Committee to update merit review process & criteria
- Pre/post award workshop

Mike Humber will finish out Ritvik's 3-year term and will hold election in the fall.

Committee will meet in mid-January to revise the merit process. Some PTK faculty have more managerial roles, some programming, some hybrid.

The possible increases are cola, merit, in band, promotion and retention.

Research Faculty are developing a Pre and Post Award Workshop with Shannon and Molly Brown. Molly will speak about the funding agencies standpoint.

Concerns were raised about the third multi-day outage in the past five months in AV Williams. AV Williams needs backup generators.

Action Item: Schedule a call with Hansen and Loboda with VPR about the issue. AV Williams is a campus problem.

Search is underway for IT staff to replace Anil.

#### **Lecturer Committee – Resop**

- Vote on merit review guidelines for teaching faculty

Justice brought the motion and Farrell seconded it. Motion passed: 22 for, 0 against, 0 abstentions.

#### **Diversity, Equity, Inclusion and Anti-Racism (DEAIR) Committee – Gore**

Will put materials on the website.

#### **International GeoCenter Task Force – Justice**

- Committee is meeting today at 12:30 – all invited.