

Departmental Committee Meeting Agenda:
12/5/14
9 am - noon

8:45 – 9:30 Closed Door session – All Tenured/Tenure-track Faculty

9:30 Start of Regular Departmental Committee Meeting

Attendees: Chris Justice, Vivre Bell, Katie Doyle, Ron Luna, Eric Kasischke, Tatiana Loboda, Julie Silva, Rachel Berndston, Klaus Hubacek, Giovanni Baiocchi, Mila Zlatic, Shunlin Liang, George Hurtt, Matt Hansen, Jack Ma, Laixiang Sun, Paul Torrens, Ralph Dubayah, Louis Giglio, Elle Lim, Bob Crossgrove, Kristin Bergery, Rob Sohlberg, Mengxue Li, Rachel Marks, Byron Marroquin, Keith Yearwood, Anu Swatantran.

1. Introductions of new faculty and staff – Kelly O’Neal
2. Recent Developments and Chair’s Updates
 - Accept previous meeting minutes and approval of agenda
 - Budget cuts are having a negative effect on the Dept – There is a University hiring freeze for State employees, and campus fund balances must be increased so we must watch our spending
 - Currently accepted students are safe – problem is with new hires and new/future students
 - No hiring freeze for research faculty on external grant funding.
 - Sexual misconduct on campus is increasing, thus, so is our awareness. Campus is being proactive – be informed, support, etc.
 - Title 9 office has been established and investigators being hired
 - There will be mandatory training for all students, faculty and staff
 - Training should be mandatory for visiting scientists due to cultural differences
 - Charity memo to faculty – give to UMD online, even small contributions are helpful
 - Traditionally GEOG faculty have not contributed much. It sends a positive signal to our alumni that we care if we contribute as well.
 - Holiday party next week – please RSVP
 - Week of January 20th – ALL FACULTY NEED TO BE HERE
3. Associate Chair Issues – Dubayah
 - Thank you/farewell to Bob!
 - Pushing a bottom up/top down approach with academic coordination & teaching teams
 - Smooth communication to ensure students are getting training they need
 - **ACTION:** Breakdown chart for how Bob’s duties will be divided between Rachel, Kristin, Byron, Ron [Academic Coordinators]
4. Undergraduate Committee Tasks and Status Report – Loboda

- There is a supply/demand problem with TAs
 - Campus provides funding for an insufficient number of TAs, which means the Dept has to make up cost
- We need 16.5 full time TAs/year – currently we have funding for 12
 - Attempts to fill void with undergraduate TAs is failing in terms of quality, uncertainty about enrollment numbers cause us to wait until the last minute to get the best/brightest – current level is unsustainable. TAs needed for:
 1. Discussion leaders – 100/200 courses, full semester (covered by campus)
 2. Tech lab leaders – 300/400 courses
 3. Graders – 170, 201,301,398C, 415
- We need to do one of the following:
 - Increase Dept spending on this issue
 - Approach BSOS for more funds
 - Develop a new strategy
 - *We need more technical people*
- “Tier tightening plan”
 - Option 1: Grader Conversion – reduce TAs and offer more hours/overload to number left
 - Option 2: Run upper level 400 courses w/o TAs (cap student # at 25)
 - Tier 1 – 4.75 TA savings
 - Tier 2 – 2.25 TA savings (total = 7)

5. Undergraduate Director Academic Issues – Luna

- Nothing

6. Graduate Committee Tasks and Status Report – Sun

- Stand-alone Master’s students
 - i. Circulated policy approved (18 yes, 0 no, 1 abstention)
 - ii. Posted to Department Intranet
 - iii. → Dept Policy & Procedure → Policies → Faculty → Requirements/Procedures for Admission of Stand-Alone Master’s Student

7. Graduate Director Academic Issues – Liang

- Hobson’s module has issues
 - i. Last day to apply for fellowships/incoming PhDs: Dec. 15
 - ii. Bundling incoming students by human, physical, methods does not make sense and is artificial with current faculty interests. Cannot be changed this cycle but will try to resolve before 2016 incoming students review.
 - iii. Faculty: identify one PhD student to apply for Research funds?
 - Faculty thinking of bringing people to apply to PhD

8. Research Director Issues – Hurtt

- High volume and lots of attention – congrats!
- Meetings with all research faculty ongoing
 - 30 min meetings to discuss career development and get pros and cons from each member

9. Research Faculty Committee – Giglio

- Research faculty are considering requesting that instead of being paid an overload, in addition to their normal 40-hour work week, that instead they be paid a percentage of their salary to teach. This percentage would be paid from state, rather than their grant funds as part of their normal 40 hour work week

10. FRA Committee – Altstatt

- Nothing new – drafting same as last time – no action

11. Diversity Task Force – Hansen

- Diversity task force
 - Kim Nickerson is finding programs – name exchange database, identify students for graduate study in the future
- Databases: highly qualified students for diversity applicants (PhD)
- Earth and space science, Geography, etc.
- If we decide to implement, back to graduate director – implemented out of grad school diversity initiative
- Need to be careful not to put more work on front office

12. Awards Committee – Kasischke

- Bringing forward activities recommended a few years back
- Finalized items to vote on – see memo to Chris
 - New Award – recently approved (no vote)
 - **ACTION:** Need to re-write Plan of Organization to reflect this
 - To develop procedure on deadlines and requirements of awards – plan ahead of time – to be finalized next meeting

13. GIS Center Update – Torrens

- Looking for lecturer – See Torrens for details (Deadline: Dec. 17)
- New GIS librarian in I-center
- New GIS degree on gaming and design, lead by President Loh

14. Proposal Routing Deadlines and Open Skies Travel Options – Bell

- Proposal Routing - not giving BSOS and campus enough time to process
 - Suggestions?
- Give advanced notice to research coordinators, via different submissions templates
 - Receive template from College level
 - Solution: Submit earlier to forgo campus issues
- Open Skies: Flexible
 - Open up more options for certain countries
 - More info to come
- Smart Center travel issues –let Vivre know if you have any, as we are working on compiling a report

15. Other Business

- **11:15 am Close Meeting**
- **(11:30 BSOS Environment Symposium, Morrill Hall Conf Rm)**

16. Upcoming Dates:

- December 10th Geographical Sciences Holiday Party 5 pm Hartwick
- December 12th BSOS Holiday Party 3:30 pm Atrium Stamp
- December 15th – 19th AGU San Francisco
- December 21st 1:00 pm Graduation