

Departmental Committee Meeting Agenda

Friday, May 8, 2015

Attendees: Jon Resop, Ron Luna, Kristen Bergery, Rachel Berndtson, Eric Kasischke, Tatiana Loboda, Julie Silva, Keith Yearwood, Klaus Hubacek, George Hurtt, Jack Ma, Giovanni Baiocchi, Louis Giglio, Evan Ellicott, Laixiang Sun, Paul Torrens, Ralph Dubayah, Mengxue Li, Mila Zlatic, Anil, Matt Hansen, Mike Humber, Brian Barker, Ron Sohlberg, Rachel Moore-Marks, Demian Rybock, Maureen Kelly, Prasad Bandaru.

- Introductions of new faculty and staff – Justice
- Recent Developments and Chair's Update – Justice
 - Accepted previous meeting minutes and approved the agenda
 - Maryland Day 2015 a success – will participate again next year
 - i. If interested in volunteering, contact Ron Luna or Katie Doyle
 - Shannon Bobbitt received the BSOS Staff Award
 - John Townshend was awarded the Dean's Medal on May 5th
 - Kathleen Stewart has been hired, with help from the Provost, and she will attend the MPOWER retreat at the end of May
 - Renovations will start in the Fall: two phases, to make room for the CGIS. Phase 1 Downstairs. Phase 2 Upstairs
 - i. Dean Ball was given a walk-through and is working on getting us more space
 - Leila de Floriani (shared appointment with UMIACS) will visit the Dept. and offer a presentation on Monday May 18th, Faculty should arrange to meet with her.
 - i. Presentation at 4:00 in 1124 LeFrak
 - Laixiang Sun has agreed to be the new Graduate Director, Giovanni Baiocchi will take over as head of the Graduate Committee (Fall), replacing Laixiang
 - A China MPS/GIS program is in development
 - i. Two year experiment, which will be self-supporting, will have little impact to faculty – There will be a presentation/intro at the first Dept Committee in the Fall 2015
 - ii. Program set to begin in Fall of 2016
 - 1. 30 Students could generate \$250k for the Dept.
 - iii. MPS/GIS advisory committee will look over the proposal, then present to the Faculty
 - Faculty numbers are low, and will be decreasing next year: Liang away on sabbatical. We could be down to 10 faculty, which would reduce the number of committee meetings; thus the following motion...
- **Motion from the Chair on Standing Committee Activation**
 - *The Chair has the authority to activate, or deactivate, a standing committee on a per semester basis, based on faculty availability and departmental priorities. Chair should notify faculty of such a case at the beginning of the semester.*
 - Agree: 15
 - Disagree: 0
 - **Motion: PASSED**
- Associate Chair Issues – Dubayah
 - Scheduling issues: We are trying to implement 2+1 to allow time for PhD advising and research– Core classes *must* be taught and with limited faculty, faculty are no longer free to teach what and when they want – Please be prepared to cover courses that are not your ideal choice

- Teaching teams need to be proactive but cannot modify the roster without approval of the Dept Committee. We either work together to implement 2+1, or return to 2+2
- Undergraduate Director Academic Issues – Luna
 - Graduated 65 students total last semester: 17 GEOG majors, 16 ENSP, 5 marine coastal, 30 GIS minors, 2 master's/MS program
 - 22 students are currently doing an internship thanks to excellent networking
 - Career Fair this semester was the largest ever
 - i. 19 organizations attended
 - Reduced number of undergraduate TAs
 - Maryland Day was successful
 - i. Many thanks to Wilfrid, Jyote & Matt for stepping up
 - ii. We will need new volunteers for next year
 - Winter enrollment highest ever: 300
 - Please encourage students to take our summer courses
 - i. If students complain that they are forced to take winter term courses due to lack of courses openings during the rest of the year, send them to Luna – there are plenty of mechanisms in place to make sure there is sufficient space during Spring and Fall
 - Working on summer project (pilot program)
 - i. “At risk” children from the Langley Park area: teach them geography and play soccer
 - ii. Dept. offering rooms, Luna offering time, additional resources, \$\$, etc.
 - iii. 4th - 6th graders, although there is more of a need for younger kids (under age 6)
 - Course evaluations are ready/available
 - i. Number of evals are still very low (30%)
 - ii. Remind students to complete the evaluations as BSOS requires this – there was some discussion and strong opinions on the utility of the evaluations and how to get students to complete them – further discussion needed in the UG Committee
- Graduate Committee – Sun
 - **Motion:** Accept the attached BS/MS Academic Benchmarks and BS/MS Rubric for final BS/MS Scholarly Paper or Technical Report
 - i. **Motion: PASSED**
 - We are having difficulties deciding how to enable RAs to have a teaching experience
 - i. Suggestion: have them take a teaching course, which could be part of 601 (research proposal writing)
 - 1. Teaching would be implemented during the second semester
 - 2. Help out as TAs with a teaching experience (not just grading)
 - 3. Meet with the group to reflect on personal experiences
 - This doesn't take away from research, but has less flexibility in choices
 - Should be ready for 2016, but still no word on who will teach
 - We should utilize the campus teaching/training program?
- Graduate Director Academic Issues – Berndtson
 - Teaching teams will meet in August to look at projections and make suggestions
 - Trying to confirm schedules 2 years in advance
 - i. Give Kristin your preferred schedule one year in advance
 - ii. Starting in the fall, schedules will be posted to the internet
 - iii. Should provide a smooth transition

- **Revised motion for Graduate Faculty nominations**
 - i. Original: "The nominee to the graduate faculty of the Department of Geographical Sciences will be considered accepted by the Department, following a positive response from the Graduate Director and after two weeks from the initial request for vote from the Assistant Director of Academic Programs unless at least 50% of the T/TT faculty submit a negative vote. The Assistant Director of Academic Programs will send a reminder to the faculty twice prior to the closing date of the voting period: 1) one week after the initial date of announcement, and 2) two working days prior to the closing of the voting period. After the closing date of the two-week voting period, all T/TT faculty will be notified in writing about the outcome of the nomination."
 - ii. Revised: *"The nominee to the graduate faculty of the Department of Geographical Sciences will be considered accepted as a member of the Graduate Faculty at the Department of Geographical Sciences following: 1) a positive response from the Graduate Director, and 2) a positive majority or tie (at least 50%) of the vote of T/TT faculty during a two week period following the initial request for vote from the Assistant Director of Academic Programs. The calculation will be made only from those T/TT faculty who actually voted. The Assistant Director of Academic Programs will send a reminder to the faculty twice prior to the closing date of the voting period: 1) one week after the initial date of announcement, and 2) two working days prior to the closing of the voting period. After the closing date of the two-week voting period, all T/TT faculty will be notified in writing about the outcome of the nomination."*
- iii. **Motion: PASSED**
- Kristen – Department scheduling updates
 - i. There has been a permanent loss of 800 seats across campus, which means faculty need to be more flexible regarding their teaching preferences, sharing rooms, meeting deadlines, resources, etc.
 - ii. In Spring 2016, we will start double booking rooms for efficiency's sake
 - iii. Some faculty might have to teach outside of LeFrak
 - iv. Student/TA schedules take priority, although every attempt will be made to accommodate faculty
- Rachel Moore-Marks (Graduate Student Committee) –
 - i. Complaint: There is a discrepancy between timing and registering for courses after PACs, students are sometimes asked to drop courses after their PAC
 - ii. There is also a discrepancy between which courses count for which major/requirement, unclear to students, especially those courses outside of GEOG, so a guide has been developed and posted to the internet
 - 1. If students are unsure they should ask either the Graduate Director or their advisor
 - iii. **ACTION:** Conduct a survey of what works class-wise, and what doesn't [Moore-Marks]
 - iv. **ACTION:** Make a list of which courses in other departments count for credit in GEOG and bring it back in August [Moore-Marks]
 - v. **ACTION:** Find out specifically what the problem is with perceived lack of courses – not enough courses, or not enough seats? [Moore-Marks]
- Research Director Issues – Hurtt
 - We currently have a large number of research faculty
 - FRAs have developed framework for retitled FRAs into the new University Professional Track Titles
 - i. We are likely to be the test case for the University in this regard

- ii. Working with the FRA Committee to populate the matrix, ensure salaries correspond to ranking, which is up to the Dean and Provost (mixed reaction thus far)
- Merit – research faculty is working on a plan, which should be similar to faculty, but tailored to suit research faculty
 - i. Final version is forthcoming
- No merit this year, but Faculty are asked to submit a one page memo to Katie Doyle, while it's fresh in your mind, for when merit is allowed again or it can be done for each year when Merit is instituted again
- Research faculty promotions – currently dealing with RF promotion cases and 2 retention cases which are with the Provost's office (decision in July likely on the former)
- Outstanding FRA and Research Faculty Awards: Jack O'Bannon (FRA) and Kuishuang Feng (Research Faculty)
- JGCRI – we are evaluating our relationship and still working to have Richard Moss become a joint appointment
- We are preparing for a tough federal climate: NASA earth sciences is slated to be cut, new DOE climate modeling, etc., and the language from Congress isn't encouraging
- Research Faculty Committee – Giglio
 - Research faculty teaching compensation: sent a set of recommendations to increase engagement of Research Faculty (not just about more money)
 - Research faculty merit review policy: currently have a draft, which will be integrated with T/TT merit policy
 - George Hurtt will attend the next meeting
 - i. Notion of “satisfactory performance” – should it be included in merit?
 - ii. Many RF need clarity on the process
 - **ACTION:** Develop criteria for what is worthy of merit for research faculty – is it relative or absolute? [Giglio]
- FRA Committee – Sohlberg
 - FRA ranking: Campus is moving to a professional track model accepted by the University Senate level, now being implemented Campus wide
 - PKT Taskforce statement submitted (please read attached) and accepted by the Faculty
 - i. RAs and FRAs will all receive new titles
 - ii. The Taskforce will work with the Research Director to develop procedures - share the draft document with the Dept. and seek feedback
 - 1. Need to develop a process to implement retitling including basis for associated salary increase
 - There will be a new ranking system for Lecturers, too
- Diversity Task Force – Hansen
 - Need a list of UG students for potential recruits
 - i. Two SRI (Summer Research Initiative) students this summer
 - ii. Contact Matt with leads on undergraduate research opportunities
- Awards Committee – Kasischke
 - **Motion: To accept the revised SOW for the Awards Committee (attached)**
 - **Motion: PASSED**
- MPS Advisory Committee Update – Torrens – nothing to report

- GIS Center Update – Torrens (see above) -
 - Corporate agreements: Campus attorneys are working to get legal center framework in place
 - i. Must have paperwork for every partnership/collaboration
 - Hiring: Search for GIS Lecturer canceled; we've nearly hired all we need
 - CGIS website is up: geospatial.umd.edu
 - Short courses/workshops (6 this summer) are posted – Ruibo is program director
 - CGIS taking ownership of computational social sciences courses
 - i. Paul and Christina Prell will provide some teaching
 - Renovations are in the early planning phase
- Sustainability – Ellicott
 - Hartwick is on its way to gold status, campus pushing hard for carbon offsets for travel (we are in the red in terms of benchmarks for campus)
 - i. University may step up more, which means cracking down on travel for Dept.
 - Bike share: Waiting on a bike rack at Hartwick
 - Monitor A/C over the summer – talk to Vivre if you've any office cooling issues
- Upcoming Dates:
 - May 18th (Mon) 4:00 pm - Leila De Florioni Presentation
 - May 22nd (Fri) 1:30 pm - Graduation and Awards Reception
 - May 22nd (Fri) 4:00 pm - Geog Commencement
 - May 26th/27th - Geog MPower Retreat
 - Aug. 24th (Mon) 1-4:00 pm - Returning Grad Student Review**
 - Aug 25th (Tues) 9:00 – 12:00 - Meet the Faculty, Graduate Student Orientation**
 - Aug 26th (Wed) 10:00 – 12:00 - Meet the Research Faculty**
 - Aug 26th (Wed) 4:30 pm - Departmental Social (time and place tbd)**
 - Aug 27th all day - PAC Meetings**
 - Aug 28th all day - PAC Meetings**

11:00 AM

- **Introduction, brief presentation and Q & A by Dean Ball**

I. BS/MS Academic Benchmarks

Failure to meet any benchmarks within given timeframe results in termination from program. Students can appeal failed benchmarks to Graduate Director.

1. Senior year:
 - a. Pass all graduate level courses with grade of B or better
 - b. Semester 1: meet with faculty advisor to discuss coursework and scholarly product plan
 - c. Semester 2: meet with faculty advisor to discuss coursework and scholarly product plan
2. Fifth year:
 - a. Pass all graduate level courses with grade of B or better
 - b. Start of semester 1: meet with faculty advisor to discuss scholarly product plan through GEOG789 (submit independent studies form and proposal)
 - c. Middle of semester 1: meet with faculty advisor to discuss scholarly product plan; advisor assesses student's progress towards work outlined in GEOG789 proposal
 - d. Start of semester 2: meet with faculty advisor to discuss scholarly product plan through GEOG789 (submit independent studies form and proposal)
 - e. End of semester 2: submit first draft of scholarly product by April 1st;
 - f. End of semester 2: submit final draft of scholarly product by April 15th; faculty advisor and second reader (TT/ResFac) review and submit evaluation for pass/fail
 - g.

II. BS/MS Rubric for final BS/MS Scholarly Paper

This is the rubric for the Scholarly Paper or Technical Report.

DEPARTMENT OF GEOGRAPHICAL SCIENCES: Graduate program evaluation for M.S. scholarly paper or technical report (5/8/15)

The student's academic advisor and another faculty member solicited by the advisor (TT or research faculty) should each complete one of these forms for the student in question following review of the scholarly paper or technical report. Student must pass each criteria from both reviewers to pass the benchmarks and graduate. Option to appeal to Graduate Director if student does not pass.

First draft of the scholarly paper or technical report due to advisor by April 1st of graduating semester. Final draft of scholarly paper or technical report due to advisor and second reader by April 15th of graduating semester.

Semester:

| Criteria for written components: | Check one for each listed criterion | |
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| | Satisfactory | Unsatisfactory |
| 1. Statement of problem is clear and well-conceptualized. | | |
| 2. Relevance of problem within the context of previous geographic research is presented. | | |
| 3. Conclusions are well-justified. | | |
| 4. Methodology is well-selected and well-executed. | | |
| 5. The final product is appropriate and thorough. For product (database, visualization, code, etc.) a technical report is needed and the product itself must be functional. | | |
| 6. There is appropriate use of primary and/or secondary sources. | | |
| 7. The paper/technical report is well-written. | | |
| 8. The paper/technical report is in a form suitable for professional standards (i.e. the style, structure, bibliography, figures, etc. conform to formats commonly seen in journals of geographic research). | | |

Comments (optional):

Advisor name/signature:

Graduate director name/signature:

Student name/signature:

PTK PF Resolution:

Whereas, the University of Maryland will soon transition to a Professional Track (PTK) faculty model for all current Faculty Research Assistants, Research Associates and Research Professors, and;

Whereas it is the sense of the Faculty Senate and the Department of Geographical Sciences (DGS) that a PTK model recognizes the important contribution of such individuals to the life of the institution as well as providing a clear advancement path for current and future Research Assistants, Post-Doctoral Associates, Faculty Specialists and Research Professors; and

Whereas, it is recognized that there are many nuanced issues to be worked out -- which may take some time;

Be it resolved that the DGS will form a task force to draft transition and advancement policies for the PTK schema; said PTK Task Force to be comprised of two current Faculty Research Assistants, two current Research Professors, the Research Director (ex officio administrative member), and one member of the Tenured/Tenure Track faculty (preferably also a PI employing PTK), as appointed by the Department Chair.

A sub-group comprised of the Research Director, the chair of the current Faculty Research Assistants and the chair of the current Research Professors will (in the interests of efficiency) meet informally to develop a straw man implementation proposal. Said straw man to be rapidly handed off to the PKT Task Force who will review and develop final proposal.

The proposal from the PKT Task Force will be submitted to the Department Committee for vote. It will then be submitted to BSOS for campus approval or revision.

3 March 2015

Memo to: Chris Justice, Chair

From: Eric Kasischke, Shunlin Liang, and John Townshend

Subject: Review and revision of the recommendations made by the 2012/2013 Awards Committee in a memo dated 9 April 2013

During the fall term, we have continued to review the recommendations provided by the 2012/2013 Awards Committee and presented to the Chair in a memo dated 9 April 2013. Here we present a set of recommendations that would allow the Department to revise the responsibilities of the Awards Committee, restructure the composition of the Awards Committee, and implement a systematic procedure that would allow the Department to pursue outside awards for Faculty members.

We have contacted those individuals within the Department who will have primary responsibility in administering Department Awards, and worked with them to develop consistent language that describes the purpose of the award, the selection process for the award which includes the criteria for the selection of the winner of the award, the person and groups responsible for administering the award and making the award selection, and the nomination deadline and award dates. This information is presented in Table 1.

Based upon reviewing the 9 April 2013 Awards Committee Memo, we put forward the following recommendations for a vote by the Department Committee:

1. *We recommend that a new award be created: The Outstanding Research Faculty Award*
2. *We recommend that the responsibilities for specific awards previously assigned to the Awards Committee be allocated as described in the attached Table 1.*
3. *The awards committee should be reconstituted to include two senior tenure/tenure track faculty member and one senior research faculty member.*
4. The Awards Committee feels it is impractical to submit nominations to all awards that are available, and that it is also unrealistic to expect that a small committee has the breadth needed to identify and review the qualifications of faculty members for all awards where nominations are appropriate. We recommend that the process used for faculty awards be changed as follows:
 - a. *In the spring of each year, the Awards Committee will review the list of available faculty awards and identify those for which they feel members of the department are qualified for.*
 - b. *The Awards Committee will solicit nominations for these awards from the entire faculty (including Lecturers, Research Faculty, and Tenure/Tenure Track Faculty). The major awards that the Department should focus on include: BSOS Outstanding Teaching and Mentorship Award, Kirwan Faculty Research and Scholarship Prize, Council on the Environment Junior Faculty Award, Board Of Regents' Faculty Awards, Distinguished Scholar Teacher Award, and Distinguished University Professor.*
 - c. *At the same time, the Awards Committee will solicit nominations for awards given by national and international organizations.*
 - d. *It is expected that Full Professor will make at least one nomination per year for an award for a faculty member*

- e. *The Awards Committee will review all nominations and make recommendations to the Chair for nominations for awards that will be submitted the following academic year.*
 - f. *The Chair will make the final selection for nominations for awards that will be submitted by the Department the following year.*
 - g. *The Awards Committee will work with the Chair in the formation of sub-committees who will be responsible for the submission of each award nomination the following academic year.*
- 5. *We recommend that once the Department Committee has discussed and approved recommendations for awards, the Awards Committee will determine the revisions needed for Section 4.2 and other sections of the Plan of Organization.*

Table 1. Department of Geographical Sciences Annual Awards

| Award | Purpose | Selection Process | Responsible Group/ Person | Nomination Deadline and Award Dates |
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| <i>Anderson Award For Undergraduate Excellence</i> | Outstanding Undergraduate Student in the Department | <p>Soliciting nominations or identifying nominees The method used for indentifying nominees includes reviewing the GPAs of students at senior standing in order to identify the top five GPAs within the Geographical Sciences and ENSP concentrations. After those five students have been identified, the Undergraduate Director, in conjunction with the Undergraduate Advisor, will assess each student's contributions to the Department as well as their involvement in departmental activities.</p> <p>Criteria used for selection of the award recipient:</p> <ol style="list-style-type: none"> 1) GPA 2) Level of contribution to departmental academic (study abroad, internship, honor program) 3) Level of involvement in departmental activities (Geography Club, GTU, outreach events, etc.) | The Undergraduate Director, in conjunction with the Associate Chair, will nominate the student candidates for the Anderson Award and hold a meeting to discuss each candidate's qualifications and ultimately select an award winner. | <p>Nominations are due by 11 March</p> <p>Recipient determined by 15 March</p> |

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| <p><i>Harper Writing Award</i></p> <p><i>Regional, Geographical Writing</i></p> | <p>Exceptional writing in the field of Geography by an</p> <p>Exceptional writing in the field of Regional Geography by an undergraduate student</p> | <p>The same process is used for both Undergraduate writing awards:</p> <p>Soliciting nominations or identifying nominees These papers are open to students who will graduate during the spring term. Students may submit their own papers for consideration. In addition, instructors of courses may submit papers for consideration.</p> <p>Criteria used for selection of the award recipient?</p> <ol style="list-style-type: none"> 1. How well the paper presents a 'Geographic View' of the world (holistic, integrated). 2. How well the paper demonstrates an understanding of emphasis of the particular class the paper was written for (ground cover change, sustainability, Geographic concept of region, etc.). 3. The quality of their reference sources and how well they were used (analysis, applications,, etc.). 4. How well the paper was written (grammar, syntax, word choice, etc.) | <p>The Undergraduate Director appoints a three-person committee to review all submissions and to select the recipients of each award.</p> | <p>Papers are submitted by 1 February</p> <p>Recipient determined by 1 March</p> |
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| <i>UG Research Paper Award</i> | To recognize and share undergraduate student research, the Department of Geographical Sciences sponsors an annual Undergraduate Research Symposium. Undergraduate researchers present their findings in a poster or oral presentation format. The top two presentations at this symposium are presented awards by the Department. | <p>Soliciting nominations or identifying nominees Only students presenting papers at the Undergraduate Research Symposium are eligible for this award.</p> <p>Criteria used for selection of the award recipient</p> <ol style="list-style-type: none"> 1. Originality and quality of the research carried out by the student. 2. Student's knowledge of the subject matter. 3. The overall quality of the presentation of the material in a poster paper. | A three-person committee is selected to judge the papers presented during the Undergraduate Research Symposium, consisting of the Undergraduate Director, a member of the Faculty, and a Graduate Student. The Faculty member and Graduate Student are selected by the Undergraduate Director. | <p>Papers presented at UG research symposium in late November and April</p> <p>Recipients announced in early December and early May</p> |
| <i>Baker Award for Graduate Student Excellence</i> | For recognition of overall contributions made by a graduate student in research and service to the department | <p>Activities of graduate students over their years in residence in the department will be considered</p> <p>Criteria used for selection of the award recipient</p> <ol style="list-style-type: none"> 1. Publications or manuscripts submitted to peer-reviewed journals or conference proceedings 2. Presentations made at meetings and conferences 3. Service on department committees or in department activities | <p>Nominations are made by student's advisor to the Graduate Director</p> <p>The Graduate Committee reviews the nominees and makes a selection</p> | <p>Nominations by January 15th</p> <p>Recipients determined by 1 April</p> |

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| <i>Outstanding Teaching Assistant</i> | For recognition of excellence in teaching carried out by a graduate student for the past year. | <p>Only students who have served as TAs during the previous year are eligible.</p> <p>Criteria used for selection of the award recipient</p> <ol style="list-style-type: none"> 1. Excellence in leading discussions and labs 2. Evaluations by course instructor 3. Student Evaluation | <p>Nominations are made by lead instructors of the course for which the student was a TA to the Undergraduate Director</p> <p>Selection of award recipient is made by Director of Undergraduate Studies and Chair of the Graduate Committee</p> | <p>Nominations due by 15 March</p> <p>Recipients determined by 1 April</p> |
| <i>Outstanding MPGS Student</i> | Recognizing the student with the best performance in classes and/or also the most achievements in research | <p>All instructors and TAs in the MPSGIS program are surveyed to identify a short list of best students. Then, comparing them based on more detailed information, we make the final selection (only one) for the Annual MPSGIS Outstanding Student Award.</p> <p>Selection criteria:</p> <p>(1) GPA; (2) Quality of the final projects from multiple classes; (3) The quality of the Capstone Project; (4) Professional accomplishments (e.g. conference presentations); and (5) Research activities outside of classrooms (e.g. involvement in research projects at work or on campus)</p> | Director MPGS Program, (J. Ma) | <p>Nominations due by 15 December</p> <p>Recipients determined by 1 March</p> |

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| <i>Excellence in Graduate Student Research Award</i> | To recognize graduate students who publish a peer-reviewed journal article | <p>Award Criteria:</p> <p>Papers published during the previous year (1 May to 30 April) will be considered.</p> <p>After publishing an SCI indexed journal paper as the first author, the graduate student will receive a monetary award and a certificate. Based on the impact factor of the journal on which the paper is published, the award has four levels:</p> <p>Outstanding Award (\$1000) if the journal has the impact factor larger than 10 (e.g., Nature, Science) First-Prize Award (\$500) if the journal is ranked as the first tier Second-Prize Award (\$300) if the journal is ranked as the second tier Third-Prize Award (\$100) for all other SCI indexed journals</p> <p>A journal is ranked based on its ISI quartiles of the journal ranking in a specific category, i.e., quartile 1 => tier 1, quartile 2 => tier 2. If the journal belongs to multiple categories in the Web of Science, the most relevant category will be selected by the Graduate Committee.</p> | Graduate Director collects all relevant publications and determines the class of award for each publication. | Recipients determined by 15 May, Prizes awarded at the Spring Graduation Ceremony |
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| <p><i>Outstanding Research Faculty Award</i></p> | <p>Each year, the Department of Geographical Sciences may choose to recognize outstanding service or accomplishments of a Research Professor (Assistant, Associate, or Full) through the presentation of this award.</p> | <p>Soliciting nominations or identifying nominees</p> <p>To be eligible for this award, a Research Professor must be nominated by a fellow member of the department. The nomination is made in a short letter to the Research Director summarizing the outstanding accomplishments of the nominee in their position.</p> <p>Criteria used for selection of the award recipient</p> <p>Research Faculty provide integral research and service contributions to the department and discipline, and span a wide variety of expertise and rank. Because of the diversity of activities and expectations, it is difficult to identify a single set of criteria for this award. In selecting the recipient for this award, the committee will consider the outstanding accomplishments of the nominees beyond their normal and expected duties.</p> | <p>Nominations are forwarded to the Research Director</p> <p>A three-person committee is appointed by the Research Director, which includes the Research Director, a member of the research faculty, and a member of the tenure/tenure track faculty.</p> | <p>Nominations by 1 April</p> <p>Selection by 1 May</p> |
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| <i>Outstanding Faculty Research Assistant Award</i> | Each year, the Department may choose to recognize outstanding service or accomplishments of a Faculty Research Assistant through the presentation of this award. | <p>Soliciting nominations or identifying nominees</p> <p>To be eligible for this award, an FRA must be nominated by a fellow member of the department. If the person making the nomination is not the FRA's supervisor, the supervisor must endorse the nomination. The nomination is made in a short letter to the Research Director summarizing the outstanding accomplishments of the nominee in their duties as a FRA.</p> <p>Criteria used for selection of the award recipient</p> <p>Faculty Research Assistants carry out a wide array of activities in the department, including providing administrative and technical support to the department, and supporting research activities in a variety of ways. Because of this diversity of activities, it is difficult to identify a single set of criteria for this award. In selecting the recipient for this award, the committee will consider the outstanding accomplishments of the nominees beyond their normal and expected duties.</p> | A three-person committee is appointed by the Research Director, which includes the Research Director, a member of the research faculty, and a member of the tenure/tenure track faculty. This committee reviews all applications and selects the recipient of the award. | <p>Nominations by 1 April</p> <p>Selection by 1 May</p> |
| <i>Grad .Student Appreciation Awd</i> | TBD | TBD | Graduate Student Committee | |