

Departmental Meeting Agenda: 2/28/14

Attendees: Katie Holland, Chris Justice, Vivre Bell, Mona Lisa Williams, Tatiana Loboda, Matt Hansen, Ralph Dubayah, Martha Geores, Peter Potapov, Paul Torrens, Klaus Hubacek, Keith Yearwood, Julie Silva, In-Young Yeo, Jack Ma, Mila Zlatic, Naijun Zhou, Bob Crossgrove, Johnathan Resop, Shunlin Liang, Laixiang Sun, Giovanni Baiocchi, Kristen Bergery, Amy Hudson, Mike Strong, Alexandra Moulden, Ron Luna, Louis Giglio, Chengquan Huang, Wilfrid Schroeder, Janet Nackoney, Will Walsh, Elle Lim.

1. Introductions of new faculty and staff

2. Recent Developments and Chair's Updates

- Previous meeting minutes accepted, approval of agenda
- Suggestions from BSOS due to data breach: sign up for credit checking, freeze credit accounts
- Paul Torrens has accepted position as Director of BSOS GIScience Center
- BSOS Awards require nominating – Liang (Awards Comm) should solicit names for submission from the faculty/staff
- Lyterati is a mess – clean-up in progress but will take a while
- Suggestions needed: new name for Wetlab – ‘Geovisualization Room’ appears to be the default – other suggestions requested
- New apartments on campus for rent, \$2-3k/month – possible housing for visitors – the department did not sign up for one?
- Merit next year: under 2%
- Merit Committee needs to be voted in – ASAP (new ballot will be sent out today)
- AAG 2014 Tampa: UMD WWIG reception will be on 9 April, 7-9 pm
 - First Women Geographers reception like this
 - Everyone is welcome

ACTION:

- T/TT Faculty Merit – CV for 2013 only and cover page with bullets providing justification for special excellence consideration
 - Cover page due April 2, CVs due 14 March
- Research Faculty – same
- Staff – managed as usual.

3. Associate Chair – Dubayah

- *Teaching Program* – teaching teams and committees, if you any updates related to teaching, the teaching team or committee leads should present the information to the Department Committee prior to meetings

ACTION:

- Each Faculty Member should submit current syllabi and learning outcomes for each of their courses, so we have one complete package of expectations for each course, which (hopefully) feeds into future courses
- Syllabi MUST be available to students and online. If unwilling to make these available, please speak with Dubayah
 - Intellectual property DOES NOT apply to syllabi – they are property of UMD
- Compiling a report – focus of retreat, to balance research and teaching loads

- *5th Year Masters Program Status* (Luna): Designing a balanced program for students (no new courses/no thesis/ minimum additional load to faculty)
 - Target our best UG students (GEOG, GIS and ENSP concentrations), in Junior and Senior year, towards this Master's program
 - For this first cohort we will need to monitor their progress and make recommendations for the program
 - This will go before the Senate, and we will have a response by March 7th
 - 5-8 candidates currently being considered *To be discussed at the retreat (May 2014)*.

4. Undergraduate Committee Tasks and Status Report – Hurtt/Loboda

- Honors: China program this summer, looking for appropriate students
- Undergraduate TAs (consensus is that they are knowledgeable and motivated)
 - 11 Undergrad TAs: 3 are paid positions – individuals who taught semester before for credit, now get paid instead
 - 15 Grad TAs: a more sensible structure is needed, perhaps mixing GRA/TA to teach courses simultaneously
 - Budget Estimate: Undergrad TAs (\$5800), Graduate TAs (\$52000/semester)
 - 1 Grad TA = 9 Undergrad TAs (most of them work for credit and are highly motivated).
 - Suggestion: keep the Grad TA's to the College funding level, allocate Dept. money to Undergrads and find other ways to fund Grad students (additional emphasis on scholarships)
 - Budget needs to be assessed – *to be presented at the retreat*
- Online Teaching: growing through winter and summer enrollment, still not enough online teaching during spring and fall semesters.

5. Undergraduate Director Academic Issues – Luna

- Record graduating senior class: 58 total
- Career fair: 12 companies have registered thus far, April 4th (space may soon become an issue)
- Remote Sensing Minor name has been APPROVED
- Space, even with teaching, is an issue: discussing with BSOS, pushing for more and better space
 - Lack of both impacts teaching/learning
 - GIS center will add to the lack of space issue

6. Graduate Committee Tasks and Status Report – Hubacek

- Research Assistants are doubling as TAs, and applying for BSOS and University level fellowships
- Human Teaching Group: had first meeting recently
 - Ron Luna, Martha Geores, Julie Silva, Giovanni Baiocchi, Laixiang Sun, Klaus Hubacek
 - New courses introduced: Sustainable Development, Climate Change Economics, Environmental Justice, Development Econ and Global Change, etc.

ACTION:

- Suggested by Human Teaching Group: Refresh old courses (revamp/create or combine with new courses)
 - Ideas and suggestions should start moving up the chain after TT meetings → go to Undergrad and Grad Committees, and then to the Dept. Committee, so that new suggestions (i.e. new courses) don't come as a surprise
- Compared to other Universities, our program lacks theory – our focus is on applied but this is in keeping with our overall program. Articles in professional journals tend to be theory-based, and we don't have enough theoretical pedagogy – *possibly to be discussed at the retreat*

7. Graduate Director Academic Issues – Liang

- Status of PhD application pool for Fall 2015:
 - 89 applications thus far this year for the Grad program
 - Dept. awarded 2 Flagship fellowships (of 10) – students haven't yet accepted
 - We have to provide matching funds for those fellows
 - Dean's fellowship (\$5k) has full tuition remission
 - Funding is an issue, but many proposals are being evaluated at the moment, so we will hopefully have GRA funding soon
 - Fullbright is taken care of by Grad school – 2 scholars from Brazil
 - Dubayah: Need to implement a new policy so we don't have empty grad classes.
 - We need to know in the Spring which grad students are registering for which Fall courses
- **ACTION:** As students must pay fees upon registration we are asking them to complete a form w/ “intent to register” and submit it to your advisor (so that we are aware of which courses are necessary) - CROSSGROVE

8. Research Director Issues – Hurtt

- BIOL/GEOG Meeting: Thursday March 27th, 3:30-5:30 pm, 1103 Bioscience Research Bldg
 - Bob Fagan (Chair of BIO) is trying to expand the Biology Dept. and collaborations, hoping to partner w/ GEOG.

9. Diversity Task Force – Hansen

- Crunching numbers on diversity: comparing Dept. numbers compared to University, State and National statistics, by sex, race, nationals and foreigners
 - Our numbers have improved in spite of not having a diversity committee until last semester (fall 2013)
 - Target group is U.S. citizens, especially black, female
- Summer Research Institute: more for non-UMD students – University is trying to bring students from other schools, states, etc. to MD
 - What's left over goes to UMD students who apply
- GEOG 376, 373, 301, 306 – we should be recruiting from these mandatory courses
- Note: BSOS awards – roughly 85% were female (global trend – more female University students than male)

10. GIS Center Proposal Update – Torrens

- The GIS Center has launched:
 - Governance model is being developed
 - Business model is done
 - Proposal has been sent to Provost (for funding at LeFrak and Hartwick), to accommodate GIS major and for summer courses
- Minor: spatial engineering, cyberspace, computational social science
 - Also generate new GIS teaching courses overall
- Bank of Philippines is interested in bringing GIS people over for collaborations
 - Torrens going to talks next week
- Hiring: search is ongoing for Lecturers and T/TT
 - There is a huge application pool (Other Depts are also looking for people in GIS)
 - 3 staff people needed: High Performance Computing Manager (tied to BeSwift), Research Administrator, and Educational Coordinator (help with minors)
 - Also looking for TA slots – funding from Provost?
 - Possible 3rd T/TT hire?
 - Working with the Computer Science Department

- Space is an issue – the Provost is providing money for extra space and for teaching, especially if we offer new minors and internship-type programs – the training space in Hartwick will also be used for some aspects of the GIS Center training
- Relationship between GIS Center and MPS program – linked, but independent
- MPS/GIS program update: lots of inquiry from China
 - Townshend and Li Mengxue working with Jack Ma to scope this a China MPS activity

11. Other Business:

- ERT Fellowship Program in development: this year will hopefully support study abroad in China (for one summer only) after that it will focus on Graduate Students
- Seminar Series: Laixiang Sun is responsible for student submissions for the class
- **Faculty travel/absences: the Dept guideline was that if you are teaching you should not to be absent more than 2 weeks during the semester**
 - *We don't want the teaching program to suffer – if students sign up to take your class, you should be there.*

12. Upcoming Dates:

- April 26th – Maryland Day (in the works)
- May 12-14 – Departmental Committee Retreat
- Career Day, April 4th – walk through would be good