

Departmental Committee Meeting Minutes

Friday 10/16/2020

- Absent: George Hurtt and Leila De Floriani
- Accept previous meeting minutes and approval of agenda
 - Meeting minutes approved
- Recent Developments and Chair's Update – Justice
 - The December 2020 Commencement will be remote. UMD courses will be approximately 25% in person for the Spring 2021 semester. The only in person classes for GEOG will be Tatiana Loboda's graduate class.
 - TA shortage. PhD students are going from TAs to RAships. MS students can be considered for TAs.
 - PTK Promotions will proceed as scheduled.
 - Meeting concerning Research Faculty Salary Reductions has been scheduled
 - PhD examinations are going digital
 - H1B visa are becoming increasingly complicated and ISSS is tracking the changes closely
 - GEOG's share of the fund balance cut was \$200K. It is anticipated that next fiscal year will be worse than this year.
- Covid Procedures Summary and Update - Bell
 - Campus leaders have formed several committees and meet daily to review the situation.
 - There are no documented cases of transmission from exposure in an in-person class.
 - Employees who are coming to campus on a regular basis and interacting with other individuals should be tested monthly. If you want to return to campus to work, you need to be approved first. Please contact me to start the process.
 - Package and mail delivery are still problematic.
- Associate Chair Issues – Loboda
 - All new courses for the new concentration in Geospatial Data Science (GeoDS) have been approved and are routing through the PCC process. The new concentration allows students to take GIS courses earlier (at the 200 level). The minor name will also be changed to Geospatial Data Science (GeoDS)

ACTION ITEM: Meet to discuss teaching team courses and follow up with Tatiana Loboda – **Physical and Geospatial Teaching Team Leads**

- Undergraduate Director Issues – Hall

- Advising and faculty mentor meetings are coming up
 - i. overwhelmed faculty should contact Amanda to spread the students across the faculty
- If your spring class needs advertising, please reach out to Amanda (ASAP)
- Undergraduate use of the computer labs is going well
- Hilary Sandborn: Undergraduate Representative
 - i. Gamma Theta Epsilon Inductions (GEOG honors society)
 - ii. Have had several events and plan to sell t-shirts (a department t-shirts)
- Undergrad Committee Meeting – Farrell
 - submitted the teaching plan to BSOS
 - working on creating a panel (w GEOG club) to talk about navigating the job market/admission in the online market
 - Mapping contest - faculty involvement needed
 - GEOG 441 – We have no coastal/oceanography faculty in the department. Outreach efforts with NOAA have started to try to find appropriate faculty to teach this course
- Graduate Director Academic Issues – Sun
 - TA/RA swap policy in affect and the posted deadlines need to be followed. We are looking for replacement TAs for the Spring semester.
- Graduate Committee – Wang
 - Graduate recruitment during the pandemic:
 - i. Recruitment flyer is being developed and will be circulated and posted on Department's homepage when completed.
 - ii. Students can be recruited from the undergraduate and MS programs.
 - iii. Request to increase GA stipend is being discussed with BSOS
 - 1.
 - Motion to change the minimum number of students for a graduate course from five students to three was discussed. Concerns were raised about developing stand alone graduate courses (i.e. not cross listed) and new graduate courses based on new faculty expertise. We need to reduce the number of course, not increase them and our mandatory graduate courses should be of general interest so that enrollment is not an issue. Questions were raised about the differences in workload for a large undergraduate course versus a small graduate course and the issue of having to teach an additional course the next semester if the graduate course does not fill. Motion was tabled for further discussion.
- Research Director Issues – Hurtt
 - Nothing to report
 - Busy proposal time

- Research Faculty Committee – Sahajpal
 - Concerns were made about the increase in IDC rate to on-campus from off-campus for Hartwick PIs with the move to River Road. It was clarified that existing multi-year awards and outstanding proposal submissions are grandfathered in at the off-campus rate and the on-campus rate will only apply to new proposals. For medium sized grants, the difference in IDC is a wash with the cost of rent that is direct charged to the Hartwick off campus grants.
 - Concerns were raised about the up to 10% salary reduction for Research faculty earning \$150K or more.
- Lecturer Committee – Resop
 - **Motion to add Lecturer Committee (SOW attached) to the PoO.**
 - i. Adjustment: made to job description
 - ii. ***PASSED: All approve, no objections***
- Faculty Specialist Committee – Keniston
 - No Updates
- Graduate Student Organization – Sauer
 - GSO is planning 4-6 events and departmental celebrations virtually in the coming months
 - Graduate student stipend increase and the increased cost of living, the Covid related increase in food and workplace productivity issues
 - New students in the cohort feel disconnected (esp. socially).
 - i. Meet-and-greet with the chairs
 - ii. Faculty should reach out to students
 - iii. Not enough social English language practice
- Diversity Committee - Hansen
 - First meeting was well attended
 - Strategy:
 - i. Liaising with HBCUs (Morgan State, Bowie) for recruitment
 - ii. Masters program (MS--traditional vs MPS) as an avenue to addresses issues (TAs, Doctoral program)
- Computer Task Force – Kommareddy
 - Defending the Shell course and other IT courses via HR
 - New VDIA environment → heavy usage at the moment
 - Successful migration of LeFrak Data center hardware // 50% of the Hartwik data center has been migrated
 - New teaching lab in Rm. 1104 is now available for student use.
- CGIS – Stewart
 - Guest speaker next week → flyer coming soon
 - Geography week: Nov. 16th and GID Day → GIS Lightning talks for a wide audience (few slots)

- Taylor Oshan: Spatial Analytics Seminar series (SMART) → in the planning and coming soon
- Jack Ma: more events and symposium also coming
- International Center for Geospatial Science Task Force – Dubayah
 - This will be a new center on campus and bring in new faculty. In the process of formulating the center. Process has been slowed down by Covid.
- 4600 River Road Update – Bell and Justice
 - Powerpoint images and floor plan was shown. It is important that we design the space to allow room for growth. It should be ready for the Hartwick groups to move in by mid-December.