

Departmental Committee Meeting Minutes

**Friday 3/1/19
10 am – 1:00 pm
Room 1158**

Attendees:

Kusihuang Feng, Jack O'Bannon, Rachel Berndston, Jack Ma, Naijun Zhou, Byron Marroquin, Ron Luna, Meridith Brown, Laura Duncanson, Ruibo Han, Giovanni Baiocchi, Douglas Rao, Amanda Hall, Kristen Bergery, Chris Justice, Vivre Bell, Leila DeFloriani, Matt Hansen, Anil Kommerady, Shunlin Liang, Janet Nackoney, Laixiang Sun, Ralph Dubayah, Jonathan Resop, George Hurtt, Sergri Skakun, Dongdong Wang, Sinead Farrell, Elle Lim, Erin Jacobs,

Absent:

Tatiana Loboda, Taylor Oshan, Julie Silva

- Recent Developments and Chair's Update – Justice

The Department was able to offer three flagship fellowships this year.

Ralph Dubayah was recognized as a BSOS nominated Exemplary Researcher Honoree for his work on GEDI. Matt Hansen and Leila DeFloriani were also honored. Congratulations to all three.

Reminder to faculty that required campus documentation (timesheets, effort reports, OPA, etc.) need to be submitted on time. Tracking and sending multiple reminders distracts staff from other urgent matters.

Faculty Activity Insight, the new faculty activity reporting system, will be online soon. Chairs were asked to review the reporting categories. Watch your email for upcoming deadlines.

Tatiana Loboda is the library representative. The library role regarding access to online journals and open publication journals is changing. Important to understand journal ranking for promotion. Faculty are expected to publish in high quality journals in their field.

- Associate Chair Issues – Berndtson (for Loboda)

The circulated Strategic Planning for Undergraduate Curriculum in RS/Physical Teaching document was discussed.

Ad hoc Teaching Committee meeting are needed to discuss the relationship between GIS and RS/Environmental Sciences. We need a discussion about the current overlap between GEOG170 and the proposed GEOG172 and between GEOG306 and proposed GEOG276

One question is where would majors come from? How would this impact GIS? If we can create curriculum to fit both majors all the better. It was noted that at some point the two centers might merge into one.

Action Item: Call a special meeting to discuss the relationship between the proposed RS/Physical curriculum and GIS - **Loboda**

Motion to accept the TA to RA Swap Policy (attached) was approved: 18 For, 1 Against and 1 Abstention.

- Undergraduate Director Academic Issues – Luna

This semester's career fair will be in the Stamp Union. Recruiters wanted a bigger space. We have plans for 22 companies to attend. If you can be flexible, please let your labs free for an hour so that students can attend.

Five or six undergraduates are attending AAG.

Ron Luna will give a presentation at Howard Community College to explain the transfer process to Howard Community College Honor students.

Allen Eney will be retiring at the end of the semester. We will honor Allen at the Awards Ceremony at the Stamp Student Union on May 10th after the last Departmental Committee meeting of the year.

Action Item: Meet to discuss interns and honors students - **Bell, Loboda and Luna.**

Year of Data Science – second solicitation for a campus wide event to encourage collaboration between different colleges. We could do an event on Geospatial Data Sciences in collaboration with ISchool, UMIACS and/or Computer Science. It could be a one day workshop funded by campus.

Sergii Skakun, Leila DeFloriana, Kathleen Stewart, Matt Hansen, Ralph Dubayah, George Hurtt and Laura Duncanson all expressed strong interest.

Action Item: Take lead and develop proposal for a Geospatial Data Science event for Year of Data Science – **DeFloriani and Skakun**

It was noted that new faculty might not know where to find out about listing their courses on the web or related teaching policies.

Action Item: Add links to teaching and graduate program policy in the faculty on-boarding package being developed - **Becton**

Action Item: Provide instructions for new faculty to find course links on the web - **Berndtson**

- Undergraduate Committee – Hurtt

Committee has developed a new approach for undergraduate assessments that involves sampling senior's writing.

Committee hosted Katherine Russell and had a discussion about the downward trend in the number of majors, the possible causes and ways to reverse the trend. Dr. Russell said she is very supportive of the department. We should improve our marketing. The committee is piloting new marketing materials and needs feedback.

- Graduate Director Academic Issues – Sun

We made 13 offers for the Fall 2019 PhD cohort and six have already accepted. One declined. We have made offers to two flagship fellows. Advisors are asked to reach out to the undecided students.

- Graduate Committee – DeFloriani

Whenever possible faculty should attend the Graduate Seminar Series. Once every year, or two, the committee will ask a distinguished visitor to present the seminar, visit classes and meet faculty. We will ask BSOS to contribute.

Action Item: Graduate Committee has had the same membership for two years. Change up the memberships of the Graduate and Undergraduate Committees for next academic year - **Bell and Justice**

Committee is still working on the pilot course development and what courses would be offered.

- Research Director Issues – Hurtt

Research faculty promotion cases are under review.

GSFC has expressed interest in renewing involvement with JGCCC. The Space Act Agreement creating the center has expired. GSFC has decided we need a new Space Act Agreement and that the Cooperative Agreement was not sufficient.

Chris Justice spoke with Bob Orr, Dean of the School of Public Policy about Climate Change. He is interested in pushing the topic at international levels and believes there are resources available from Hewitt Packard and Bloomberg.

The Department should develop a NSF compute infrastructure proposal and we can ask BSOS for help in developing the graphics etc. BSOS is willing to help with the graphics for any proposal over one million dollars for over three years.

- Computer Task Force – Kommareddy

Discussed comp ops for the client system. The revised computer operation model for the client systems (desktop, laptop, standalone servers and raids) is now in place.

The March 7th Graduate Seminar will be an overview of current departmental computing resources. All are urged to attend.

Tech staff have developed a series of videos to help faculty and students with computer resources. These videos are on a GEOG-IT-Help google team drive.

Douglas Rao created instructions for accessing GEOG-IT-Help team drive for the graduate students

Action Item: Circulate the GEOG-IT-Help team drive instructions to geog-list – **Rao**

Molly Brown's email regarding the future of HPC versus cloud computing was briefly discussed.

Action Item: Start exchange of ideas regarding cloud computing with Molly Brown and invite her to remotely attend the seminar on March 7th – **Kommareddy**

- GIS Center Update – Stewart

The CGIS Search is at the offer stage. Updates should be available soon.

The two Masters of Professional Studies (GIS and GEOIINT) have submitted proposals to change the degrees to Masters of Science. Jack Ma and Ruibo Han will be presenting the proposals next week to the the Board of Regents and MD Higher Educational Committee.

Tatiana Loboda and Kathleen Stewart gave a presentation about GIS courses to the BSOS Undergraduate Directors.

- RSCE Center Update – Dubayah

An organizational meeting of the RSCE is being prepared and scheduled.

- Any Other Business

Thanks to the Lunar New Year Committee – it went very well. It was helpful that there was broader participation in the planning so it was not as heavy a lift as in the past.

AAG is a chance to network and give outreach to the department, meet up with our alumni and attract graduate students. The Department is considering an evening social.

GIS and human geography have a strong presence at the AAG.

TA to RA Swap Policy

Approved 3/1/19 Departmental Committee Meeting

4/30: TA assignments go out to faculty, students, and the payroll office for the next academic year.

TA/RA swaps for the fall semester:

4/30 – 6/8: faculty members can swap students from the TA to RA pool by contacting Rachel, Gina and the instructor of the course.

- The academic office uses geog-grad to advertise the TA position, and sends names, email addresses, and unofficial transcripts of potential replacement TAs to the course instructor.
- Course instructors have two weeks to respond to Rachel with their selection. Otherwise, Rachel selects from the pool.
- If no students reply to the recruitment emails, the original grad student remains in the TA position.

6/9 – 7/1: faculty members can swap students from the TA to RA pool by contacting Rachel, Gina, and the instructor of the course.

- The PI uses geog-grad to advertise the TA position, and sends names, email addresses, and unofficial transcripts of potential replacement TAs to the course instructor.
- Course instructors have two weeks to respond to the PI with their selection. Otherwise, the PI selects from the pool.
- PI sends to Gina and Rachel the student's name, contact information, and UID by 7/1.
- If no students reply to the recruitment emails, the original grad student remains in the TA position.

7/2 – later dates: TA to RA swapping for the fall semester is not permitted

TA/RA swaps for the spring semester:

7/2 – 10/8: faculty members can swap students from the TA to RA pool by contacting Rachel, Gina and the instructor of the course.

- The academic office uses geog-grad to advertise the TA position, and sends names, email addresses, and unofficial transcripts of potential replacement TAs to the course instructor.
- Course instructors have two weeks to respond to Rachel with their selection. Otherwise, Rachel selects from the pool.
- If no students reply to the recruitment emails, the original grad student remains in the TA position.

10/8 – 11/1: faculty members can swap students from the TA to RA pool by contacting Rachel, Gina, and the instructor of the course.

- The PI uses geog-grad to advertise the TA position, and sends names, email addresses, and unofficial transcripts of potential replacement TAs to the course instructor.
- Course instructors have two weeks to respond to the PI with their selection. Otherwise, the PI selects from the pool.

- PI sends to Gina and Rachel the student's name, contact information, and UID by 11/1.
- If no students reply to the recruitment emails, the original grad student remains in the TA position.

11/1 – later dates: TA to RA swapping for the spring semester is not permitted