

Department Committee Meeting Agenda
Friday 12/08/23
10 a.m. to 12:30 p.m., River Road 325 & Zoom

Minutes from last meeting and approval of agenda accepted

Recent Developments and Chair's Update – Loboda

- **Campus Updates**
 - There has been no update on the Out-Of-State Policy since the last meeting
 - The draft remains with the college
 - No update on grace periods or any other specifics
 - As of now, there is no self-imposed limit on OOS hires
 - They told the department as of now, no changes to hiring need to be considered
- **Consulting policy**
 - The policy on consulting and outside professional activities was updated last year, but needs some reminding and reinforcing
 - FTE status defines the number of days in a year you are allowed to consult
 - 100% FTE means 52 days
- **Fall break**
 - UMD is planning on adding a fall break
 - Will not start until after 2024
 - This introduces appointment challenges and course schedule difficulties
 - As much as a week, as few (and more likely) as 2 or 3 days
 - Probably (but not definitive) start in Fall 2025
- **New hires:**
 - John Jasen is the IT Team Lead.
 - Mengxue Li will work in international recruitment.
- **Lands' End Store is [live](https://business.landsend.com/store/umdgeography/) for UMD GEOG to get branded apparel:**
<https://business.landsend.com/store/umdgeography/>
- **Department Finances and Budgeting Updates**
 - Starting Jan 2024, the Department will be covering international student fees
 - Going forward, if your grant negotiates reduced overhead, you will need to budget for administrative support from the Department
 - If you have a "big" grant that is "complex", it will be considered "significant" and will need to include administrative support from the department
- **A21 budgets will be reported to PIs starting Jan 2024**
 - Fund covers full FY
 - Reports are Jan-Jan

Research Faculty Committee - Ellicott

- Attendees voted on the [PTK Merit Policy](#). Discussions: None. Vote: In favor: 32
Against: 0 Passed Unanimously.
- Results from Research Faculty surveys for: Space Allocation, PTK Titles, and Onboarding. Not clear research professor/scientist titles.
 - Tatiana asks for a proposal from the research faculty.

- Onboarding idea: setting up a Canvas course where all the info is located, with Different sections for fac specialist and research faculty, similar to Graduate Assistant page set by Rachel Haber to house documents.

Associate Chair Issues – Hurtt

- Learning Outcome Assessment ([LOA](#)), required by the university/BSOS, Undergrad committee will be the hub for suggesting updates and implementing for the undergrad committee office and associate chair office.
- Majors [slides](#): majors declining,

Rachel Haber

- Graduate School and Office of the General Counsel policy on GA remote work: GA Remote work abroad is not permitted. ([slides](#)) Student travel may be problematic. Vivre will talk with ISS about what can be done about it.
- TA extended funding petitions under review
- Teaching team meetings: Tatiana recommends a meeting with the entire teaching faculty.

Undergraduate Director Issues – Byron

- [Winter Course enrollment](#). Numbers are projected to improve. Most popular class is GEOG 201.

Graduate Director Academic Issues – DeFloriani & Haber

- Returning grad review: 1/18/24 (9-11) [slides](#)
- Incoming grad review: 1/18/24 (1-3) timeline
- PACs: 1/19 - 1/23
- Admissions review (TerpEngage, English testing [if not met requirements must take English courses
- SCOTUS rules (no access to applicant's race/ethnicity)
- GRAs and TAs - current situation
- Flagship and President's fellowships
- BSOS Diversity Funds and Dean's Fellowships.

GSO Officers - Judith Rakowski

- Grad student admin rights for work laptops/computers. Tatiana: Have a side meeting with IT group.
- Follow up on international student fee and mental health workshop
- Judith will ask students to share their travel dates in case there is no meaningful time left if they have to fit it into the 10 days of (paid) holidays. The department will try to take care that no one gets in trouble.

More upcoming events:

- Dec. 21: Department Potluck at 3 p.m. in River Road