

Department Committee Meeting Minutes
Friday 9/8/23
10 a.m. to 12:30 p.m., River Road 325 & Zoom

Accept minutes from last meeting and approval of agenda

Accepted and approved

Recent Developments and Chair's Update – Loboda

- New hires:
 - Aaron Goldman, Finance Research Coordinator;
 - Matheus Nunes; Assistant Research Professor;
 - Anna Komarova, Assistant Research Professor;
 - Xin Tao, Lecturer;
 - Nicole Pepper, Faculty Specialist, NASA Acres;
 - Holly Ostrout, General Assistant, part time;
 - Oluwatsomisin Akinrinade, Faculty Assistant, part time;
 - Andrey Purekhovskiy, Faculty Specialist.
- Campus/College updates
 - Covid is surging; GEOG might need to develop a framework to deal with the increasing cases.
 - There will be a new home for GEOG in the next 10 years
 - LeFrak will be demolished.
 - The new building will be located where Jull Hall is currently.
- GEOG Committee Composition and leadership for the Academic Year 2023-2024.

This year we have three task forces with specific tasks to accomplish. No decisions will be made until the whole community votes on them.
- Workday transition
 - The new system will go live on Nov. 15.
 - Vicky will send email with deadlines and guidance such as no hiring between Nov. 1 and 15.
 - Systems will be shut down and there will be limited use of p-cards.
 - Training will be required.
- River Road Space Allocation
 - GEOG needs to come up with a solution to accommodate new hires in River Road.
 - Faculty and international students are required to have an office.
 - According to campus policy, employees must work at the office 3 days a week, but it's up to each person.
 - Options include: hot desking, office sharing and office hoteling. A decision must be made soon.
- Process for booking and conducting workshops and large meetings at RR
 - When meetings are longer than three hours, PI must notify GEOG administrators a minimum of two weeks in advance.

- There is a form on the Intranet that you can fill out and send to admin when you are having a meeting that lasts longer than 3 hours and has 5 or more non-UMD attendees.
- Organizers will be given guest cards
- Under no circumstances should you ever prop open a door in River Road or LeFrak.

Associate Chair Issues – Hurtt

- Priorities: Mandate assessment, review; freshmen recruitment, by capturing GenEd students and HS students. Next event: GIS Day.

Undergraduate Director Issues – Yearwood

- Priority: grow number of majors; he and Byron will approach community colleges; participate in TechBlock Party event; Computer Science support; Career Panel
- Planning summer and winter courses.

Undergraduate Committee – Sun

- Planning assessments
- Teaching students how to use ChatGPT ethically.
- HS internship: consent has to be reviewed if they want to stay as interns.

Graduate Director Academic Issues – DeFloriani & Haber

- Priorities:
 - Goal: Increase the general number of domestic students, Recruitment: Promote program.
 - Collect data of PhD students from the fall semester.
 - Affirmative action decision
- GEOG voted on the changes to the Ph.D. handbook, disallowing CPA defenses or dissertation proposal defenses over summer (except the week before classes for CPA defenses) . The language is similar to that disallowing summer dissertation defenses (section 1.8.1). **Motion passed:** 21 approved, 2 against and 3 abstained.
- Rachel introduced a new method of tracking Ph.D. students' progress towards the steps for graduation. A Google sheet that students, advisors, and Rachel can edit: https://docs.google.com/spreadsheets/d/16ZHGikTBBUfWo24q-yDrpe_o0HeGWRGLOs_hn-SHpM8w/edit?usp=sharing. It is posted on the Intranet, under students, academic benchmarks procedures and forms, dissertation defense.

Graduate Committee – Feng

- Priorities: Getting feedback from graduate students. Feng will provide updates in the next meeting.

Diversity, Equity, Inclusion and Anti-Racism Committee – Gore

- Gore was absent but left a message saying she was elected to the faculty senate and is serving on the senate executive committee as a BSOS rep.

Res Fac AEP Criteria Review Task Force – Skakun

- Priority: Review the PTK guidelines for merit and promotion

Academic Journals Review Task Force – Baiocchi

- Those interested in being part of the task force can join it till next week.
- Task Force will look at potential problems with universities.

Awards Task Force – Hurtt

- Hurtt is looking for volunteers
- Goal to help get faculty nominated; collect what external awards are worthy of pursuing, developing a mechanism to nominate.

Faculty Specialists Committee – Munshell

- What kind of language revisions we want for Merit and PRD guidelines.
- Improve onboarding documents with Re.
- Idea; Landing page for new hires.
- **Action Item for Re:** Change the language of the Dept. Meeting invitation to make it clear all are invited.

Lecturers Committee – Resop

- Priorities: The committee will continue to serve lecturers in GEOG in terms of their issues and concerns, but there are no current issues.
- Resop will use the next lecturer committee meeting (next Friday 9/15 pm) to have an open discussion about teaching and pedagogy, particularly issues relating to artificial intelligence (AI).

Research Faculty Committee - Ellicott

- Priorities: Vote on merit policy and get it passed; discuss (reach an agreement about) allocation space.

GSO Officers - Judith Rakowski and/or Haley Mullen

- Priorities: support graduate students to thrive: improve collaboration, what support structures are around, transportation, community building (events and peer mentoring).

Upcoming Events

- Open Research Day Dec. 7 (Thursday)

Action Item for Re: Put it on the calendar