

Departmental Committee Meeting Minutes

Friday 5/12/17

9.30 am – 12:00 pm

Room 1158

Elle Lim, Leila DeFloriani, Klaus Hubacek, Rachel Berndtson, Ron Luna, Shunlin Liang, George Hurtt, Tatiana Loboda, Laixiang Sun, Ralph Dubayah, Chris Justice, Vivre Bell, Matt Hansen, Julie Silva, Brian Barker, Louis Giglio. Jack Ma, Martha Geores, Giovanni Baiocchi, Christina Prell, Janet Nackoney, Ruibo Han, Sergii Skakun, Naijun Zhou, Kristen Bergery, Daniel Teodoro, Michel Humber, Byron Marroquin, Amanda Hall, Meredith Brown, Jonathan Resop
McKenzie and Stewart absent

- Introductions of new faculty and staff – Justice
- Recent Developments and Chair's Update – Justice
 - Dean is supportive and wants to bring in resources for us – He is championing our proposal for a Remote Sensing Center of Excellence – the deans rank proposals then the academic counsel then Provost makes the final decision.
 - We will report back for retreat action items at the first Department Committee in the Fall
 - Good discussion with Dean about the branding/logo – Drupal is being updated and BSOS is hiring a consultant to update the branding and website.
 - AV Williams walk through Hanan will be on May 19th
- Accept previous meeting minutes and approval of agenda
- Associate Chair Issues – Dubayah
 - Summary of retreat teaching team discussions and report from Teaching Teams over or under allocations – Berndtson

Suggestion to mix up teaching teams to get more integration. Teaching committee meetings are supposed to be integrated – problem is we are always plugging holes in the schedule – if holes can be resolved before the meeting, we would have the time to interact at the teaching committee. It was discussed that the teaching teams are not integrated and the teams are making decisions without the complete teaching

picture. It was proposed that teaching committee meetings, rather than teaching team meetings, be held during the semester. The two year teaching program sequence is on the intranet and will be updated based on these meetings.

Action Item: Change the Fall teaching team meetings to one longer teaching committee meeting so that there can be more integrated discussions – **Berndtson and Dubayah**

Teaching teams need to make sure that entire two year program must be completed so it can be locked in for the August Teaching Committee meeting. We have new faculty and need to revisit what makes a well-balanced undergraduate program in geographical sciences and the kind of students we would like to hire as graduate students. If we can lock in the schedule for two years prior to August meeting, the meeting can be truly integrative – based on success of this meeting, we may not need any teaching committee and or teaching teams meeting in the Fall.

- Fall Seminar (GEOG 798) attendance: - Berndtson
 - i. Possibility of moving Seminar to Wednesdays with Departmental Committee held prior to seminar
 - ii. Proposal that each PI organize, invite and host one speaker per semester.

Ways to improve graduate student and faculty attendance at the seminar series were discussed. It was agreed that a review of the Spring 2018 course schedule would be done to determine if moving the Departmental Committee meeting would be feasible as a way to increase attendance. In addition, it was agreed that graduate classes should not be held during, or immediately after, the Seminar so that students and faculty would not have conflicts and could socialize after the seminar. It was noted that if the Departmental Committee meeting was moved to before the seminar, it would be shorter and held more often (~ 6 times a semester).

- Undergraduate Committee – Hurtt
 - Proposal for standardizing lower level requirements across all GEOG ENSP majors

Agreed to standardized the template – there are geographical sciences core courses that all three tracks should have. All three have internship capstone. Edits are still being made. Changes will be discussed with ENSP and brought to the August Teaching Committee meeting.

- Undergraduate Director Academic Issues – Luna
 - Graduation reception planning

May 20th a Saturday reception will be held in 2205 and the patio with a slide show of pictures about the undergraduates. Faculty should go to graduation unless they are out of town.

- Graduate Committee – Baiocchi
 - Vote on Motion: Change the departmental policy on graduate students prior to candidacy being required to take 10 credits each semester down to 8 credits per semester.

Motion passed unanimously

- Vote in changes to the Graduate Student Handbook, attached

Motion passed unanimously

- Graduate Director Academic Issues – Sun
 - Update on Fall 17 Graduate Entry
Made 10 offers and 8 accepted. We need to figure out how to get PIs to support GRAs as it is currently cost prohibitive. The Dean recognizes the issue and will bring up to campus levels. We need to develop a proposal for the Dean and come up with short term solutions while we push for a longer term campus fix.

Action Item– Develop a proposal to campus to waive tuition or insurance costs to grants for example to make a GRA more cost effective on external funding - **Sun and Hurtt**

- TA's Access to Computers and Dual Screens – Bell

Tech staff are reviewing the best ways to provide TAs with access to dual screens for when they use their personal laptops to access the VM or HPC for their dissertation research.

It was noted that TAs shouldn't have to use their personal laptop for their TA duties.

- Graduate Student Retreat proposal – Teodoro

The graduate students would like to hold a graduate student retreat and presented ideas including holding the retreat at SESYNC in the spring. The retreat would focus on career and professional development opportunities and the ability to engage in collaborative opportunities. Julie Silva recommended that the idea be pitched to the 'contact us' email address on the SESYNC website and Julie would then follow up with the responders

while she is there on sabbatical. Graduate students are developing a proposal and will present at a Departmental Committee meeting.

- APT Criteria for Full Professors – Justice

Action Item: Provide draft wording of revisions to faculty - Silva

- Research Faculty Committee – Giglio

The Provost office PRK promotion committee consists of nine members; six tenured and three PTK. Concern was raised that this committee's Research Professor expectations are more in line with tenure expectations.

The voting for the new Chair of the Research Faculty Committee is in process.

- Diversity Task Force – Hansen

There is a National name exchange database that Rachel Berndtson can review for faculty.

BSOS Summer Research Initiative - Matt Hansen is the only faculty member with SRI students. Kathleen Stewart expressed interest but doesn't know details.

Action Item: Develop a cheat sheet about the program and circulate to faculty - **Hansen**

- Computer Task Force – Hansen

The HPC and the process to buy into the HPC was discussed. We have a model in place and will send to campus for approval. PIs have started to write the HPC computer operation costs into their grant proposals. PIs interested in the HPC should contact Anil for advice and details for their proposals.

- MPS Advisory Committee Update – Stewart

- GIS Center Update – Stewart

- Any Other Business

- What is the date for the 20 phd student visit – is not finalized yet – Shunlin needs to finalize it, work on accommodations – working on accommodation for MPS students – send dates for dept to Shunlin - Chris