

**University of Washington**  
**Department of Earth and Space Sciences**  
**Meeting of Academic and Research Faculty in Open Session**  
**Friday, April 12<sup>th</sup>, 2013 – 3:30pm, 111 Johnson Hall**

Department Chair Robert Winglee called the meeting to order at 3:30 p.m.

**Approval of Minutes of 03/08/13 Open Session minutes**

The draft minutes were circulated for review and were approved.

**Meeting synopsis:**

1. Announcements
2. Reports and Business
3. Old Business
4. New Business
5. Adjournment

**1. Announcements**

- Annual Reports were due April 1<sup>st</sup> and faculty were reminded to get them turned in.
- Faculty Retreat is on May 11<sup>th</sup> and the agenda will be resent as a pdf.
- As a reminder, there is a 1 week deadline for the department and 3 business day deadline for OSP.
- Taryn Black, Kate Allstadt, and Carlos Chavez were recognized by the College awards process.

**2. Reports and Business**

- *Admissions* (Buick/Crider) – 38 Offers, 14 accepts, 15 declines, and 9 outstanding offers for the research program. 22 Offers, 8 accepts, and 1 decline for the MESSAGE program.
- *Curriculum* (Waddington) – Courses fees can be charged at lower rates than the approved maximum. Instructors should request the maximum course fee they will need and if the costs will be lower for a quarter the instructor should inform Student Services to lower the fee amount temporarily.
- *Undergraduate Program* – Nothing to report
- *Graduate Program* (Creager) – Nothing to report
- *Development* - Bourgeois and Cowan met with our alumns working for Exxon for donor and outreach relations. Steig announced the Allen Foundation is interested in ice and artic technology and are becoming a bigger on-campus presence if anyone is working on related projects.
- *Oversight* – Nothing to report
- *Computing* (Harnett) – Nothing to report
- *Scholarship* – Nothing to report
- *Prelim Committee* (Holzworth) – Nothing to report
- *Promotion, Reappointment, and Merit* – Reporting in Executive Session.

- *Scholarships, Fellowships, and Awards* – Applications due April 15<sup>th</sup>, Awarding Due May 1<sup>st</sup>, and the Ceremony will be at 3:30 on May 16 in JHN 102.

### **3. New Business**

- Email Concerns – Winglee asked the faculty to route complaints up through the chain rather than directly at outside units as well as asked faculty to make an effort to reply in a timely manner so staff could focus more on responding to new emails rather than having to track down faculty who do not respond.
- Alcohol Policy - an updated alcohol policy was passed around prior to the meeting. The faculty voted to approve the new document for enforcement and posting on the website.
- Sexual Harassment Concerns – Winglee informed the faculty that we have been receiving some sexual harassment complaints and that students were not being encouraged to report all instances. The department has a zero tolerance policy for sexual harassment and everyone should make an effort to ensure any harassment is reported. On May 10<sup>th</sup> there will be a department wide mandatory sexual harassment training.

### **4. Old Business**

- Space Concerns – The department is extremely low on space and will not have enough space for incoming grads without some changes being made. Various options were discussed and it was decided that the department will first ask for volunteers to move students or visitors into dry labs and if this is insufficient the Executive Committee was charged with implementing alternative solutions as needed.
- Glaciology Search – The search is up and running and the search committee encourages everyone to attend the talks and provide feedback to the committee (Waddington is chair)
- Freshwater Search – Also up and running.
- Future of Ice Initiative – the Ames lecture series and next Fulbright are going to focus on ice issues as well.

### **5. Adjournment**

The open session adjourned to the Executive Session at 4:30.

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Minutes by Nathan Briley  
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Present:

Faculty: Abramson, Bourgeois, Buick, Catling, Conway, Creager, Crider,  
Duvall, Gorman-Lewis, Hallet, Hernandez, Holzworth, Houston, McCarthy, Nelson,  
Nittrouer, Odom, Roe, Sletten, Steig, Stone, Teng, Vidale, Waddington,  
Winebrenner, Winglee

Staff, Students, and Guests: Allstadt, Bernard-Kingsley, Briley, Campbell,  
Conrad, Hansen, Harrold