

University of Washington
Department of Earth and Space Sciences
Meeting of Academic and Research Faculty in Open Session
Friday, December 6th, 2013 – 3:00pm, 026 Johnson Hall

Department Chair Robert Winglee called the meeting to order at 3:00 p.m.

Approval of November 1, 2013 Open Session Meeting Minutes.

The draft minutes were circulated for review and were approved.

Meeting synopsis:

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

1. Announcements

- a. Geoclub Holiday Party December 6th at 4:00pm in JHN 170.
- b. Jeff Berman of Civil Engineering presented a proposal for a new Xray CT scanner and is looking for support. If faculty have projects that could use this scanner, notify Jeff prior to the January 16th proposal due date by emailing jwberman@uw.edu or email Robert Winglee.
- c. Winglee informed the faculty regarding enforcement of OSP deadlines. Any late submittals will be denied. Proposals must be released to OSP by 5:00pm three (3) business days before sponsor deadline (e.g. Tuesday at 5:00pm for a proposal deadline of Friday). To ensure that deadline is met, the proposal must be submitted for Department review by 9:00am the day it is due to OSP.
- d. Winglee announced that the department will be holding Family Day in the spring of 2014. Dates to be announced.

2. Reports and Business

- a. *Curriculum (Waddington)* – Nothing to report.
- b. *Undergraduate Program (Roe)*
 - i. Noell Bernard-Kingsley presented on the mandatory undergraduate meeting held in November. 100 students attended and they were able to sign up an additional 25 ESS majors. Feedback has been positive thus far on the meeting and plans for an annual mandatory meeting are in consideration.
- c. *Graduate Program (Waddington)*
 - i. Waddington announced that Annual Graduate Scholarly Activity Reports are due December 13th. Faculty need to remind graduate students to submit those in on time.
 - ii. Crider announced that seven MESSAGE students will be graduating this quarter and two have jobs.

- d. *Admissions* (Buick/Crider)
 - i. Winglee announced that applications for incoming graduate students are being received and will be reviewed soon.
- e. *Computing* (Harnett)
 - i. Brown presented an overview of the CANVAS platform and what he has set up for his courses, emphasizing the benefits of using this software. Benefits include ease of passing off a class if need be to another faculty /TA member; faculty knowledge across the department of what is taught in each course; student collaborations and study groups; and flexible grading. Currently Huntington and Harnett are also using CANVAS.
 - ii. Nathan Briley has set up three templates ranging from basic to complex that can be easily copied over to the faculty pages for each course. Instructions/tutorials and examples are also available on the CANVAS link that Nathan will be sending out to all faculty. If faculty request a winter course set up prior to December 31st, Nathan will get the course set up and then provide follow up training. After this deadline, Nathan will assist faculty, but not set up their course. Nathan will be the go to computer contact for CANVAS for faculty/TA's.
- f. *Development* (Winglee) – Nothing to report.
- g. *Oversight* (Conway/Schmidt) – Nothing to report.
- h. *Prelim Committee* (Brown / Cowen) – The prelim process is complete for this year.
- i. *Promotion, Reappointment, and Merit* – Nothing to report.
- j. *Scholarships, Fellowships, and Awards* – Nothing to report.

3. New Business

- a. Steig presented on the verbiage of the ads for the *Future of Ice* positions followed by a discussion to determine how much input the department wants to have in review of the candidates for the Polar Marine Ecosystem since ESS is not formally listed in the ad. Bourgeois moved to approve that ESS has a role in reviewing candidates. Motion was seconded by Crider and all approved.
- b. Winglee requested that if anyone was interested in collaborating with Mongolian University of Science and Technology to let him within the next week.
- c. Winglee presented on the Hazards and Resilience Initiative discussing the two descriptions being developed for communicating this project out to agencies and departments. Any comments on either description, please notify Schmidt or Winglee. Looking for a 2015 buy-in date with an estimated \$4 million dollar budget.
- d. Winglee presented the proposed coursework for a MS in Space Science & Technology degree. Concern of the unknown impact of an additional MS program, space allocations, and the long term strategy of the department were discussed. It was decided that the impact of MESSAGE on the department needed to be evaluated alongside a neutral ad hoc committee on the development of another MS program. Crider would provide observations from MESSAGE and a committee consisting of Gorman-Lewis, Catling, Huntington, and Roe would begin the process.

4. Old Business

- a. Noell Bernard-Kingsley presented the updated verbiage from the College of the Environment regarding the Academic Misconduct Policy. Updated version will be posted online.
- b. Houston requested that the Seminar location next quarter be moved to Room 075. This quarter there was a room assignment conflict and Noell will try to ensure that ESS can have 075 for the seminars winter quarter.

5. Adjournment

- a. The open session adjourned to the Executive Session at 4:45pm.

Minutes by:

April Huff

Assistant to the Chair

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Present:

Faculty: Bourgeois, Brown, Buick, Cowan, Crider, Gillespie, Gorman-Lewis, Harnett, Holzworth, Houston, Huntington, McCarthy, Montgomery, Nelson, Nesbitt, Odom, Roe, Schmidt, Steig, Teng, Troost, Vidale, Waddington, Winglee (Chair), Winebrenner, Wood.

Staff, Students, and Guests: Amador, Bernard-Kingsley, Briley, Conrad, Hansen, Huff.