

Department of Earth and Space Sciences
Meeting of the Faculty
Friday, April 3, 2020 Remote Zoom Meeting- 2:30 p.m.

MINUTES

Call to Order - Meeting of the Faculty in Open Session

- **Approval of Meeting Minutes**
 - Approval of **March 6, 2020** Faculty Meeting Minutes-
 - Motion to approve meeting minutes (via Catalyst survey)
 - 24 Approved, 0 Opposed, 0 Abstain
- **Announcements**
 - ESS Gala is planned for April 1-3 has been cancelled
 - It is time for our biennial all-department Title IX/Bystander Intervention/Building Healthy Workplaces Training with Valery Richardson (UW Title IX Coordinator) and Kiana Swearingen (UW SafeCampus Prevention, Education, & Communications Manager). Please plan to attend this training during the extended seminar slot on Thurs., May 21, from 3:30-5:30 via ZOOM. This is a **REQUIRED TRAINING** for everyone in the department
 - Faculty Activity Reports (FAR) are due no later than 4/20/2020.
 - GSAR are due to faculty advisors by April 15, faculty approval and submission will be due May 1, 2020.
 - The Office for Youth Programs Development and Support establishes guidelines and best practices that promote information on guidelines was sent out via email with the agenda.
 - Other Announcements
- **Reports and Business**
 - **Undergraduate Program** (Roe) – Nothing report
 - **Graduate Program** (Catling) – Nothing to report
- **Standing Committees**
 - **Admissions** (Buick) –
 - 7 have accepted, 4 declined, 10 outstanding offers
 - If you have heard from someone who plans to accept please let Noell know
 - Noell is going to reach out to students who have not responded to check-in
 - **Computing** (Walters) –
 - Make sure that you are paying attention that the Zoom emails that are being sent with privacy and security
 - Canvas has zoom completely integrated now
 - You need to be cautious using any non-UW approved tools to stay FERPA compliant and for general IT security. Please contact UW IT if you have any questions
 - We have increased resources for remote desktops, please reach out to Ed or Nathan if your students need to use this resource

- Many universities are getting hit with freedom of information acts regarding communications with the words Coronavirus or Covid-19. Be careful when using those words in email.
 - **Curriculum** (Nelson) – Nothing to report
 - **Diversity** (Huntington) –
 - **(Working from home disadvantages students unequally.** Some of our graduate and undergraduate students lack a home computer, internet access, a desk or a private space to work or attend a zoom meeting. Some are caring for young children and/or aging relatives, or have gone home to pandemic hotspots in other time zones. Others (or their family members, roommates, or partners) have lost their jobs and are struggling to pay rent and basic needs now, and worried about job prospects for the future. Some have health issues that make this time particularly scary or disabilities that make remote learning particularly challenging. **Please keep these issues in mind in your course expectations and messaging for students right now.**
 - **Meeting basic accessibility standards for electronic teaching materials is arguably more important than ever.** We are all overwhelmed, so to make it easy we want to point you to two key handouts our advising team has highlighted on the [diversity resources section of the ESS website](#) on Accessibility 101:
 - [Accessibility Checklists for MS Word, PDFs, and PPTs](#) Provides short checklists for MS Word, PDFs, and PPTs to confirm whether documents meet basic accessibility standards.
 - [Accessible Conference Presentations](#) This handout provides a sample of the information to help presenters make their presentations more accessible.
 - **The challenge of delivering remote instruction presents an opportunity.** Many of us are facing a tremendous challenge rethinking learning goals and delivery methods for classroom and field instruction. With this challenge comes a once in a lifetime opportunity to reenvision effective classroom practices, and access, equity, respect and safety in field education and field research in the Earth and Space sciences profession. Do nothing “extra” now! We just want to plant the idea in your minds that **when the dust settles, we will be able to build on the work you are doing now to improve effectiveness and equity** for in-person classroom and field instruction and research experiences for everyone.
 - The College has sent a survey to students about barriers they face working and studying remotely. We will provide more information about any results and actions to mitigate as they become available. **A group of ESS faculty, staff and students will be meeting next week to work on understanding and responding to barriers people are facing in our ESS community.** Please email Assistant to the Chair Faith Lam (flam@uw.edu) if you would like to join the meeting. Please email DEI Committee chair Kate Huntington (kate1@uw.edu) if you have comments or concerns. Hang in there, everyone!
 - **MESSAGE** (Crider) –
 - Eight students defended via zoom, all of them passed and will graduate the program
 - Letters of admission to ten new students, three acceptances so far
 - **Oversight** (Bergantz/Conway) – Nothing to report
 - **Prelim** (Gorman-Lewis/Winglee) – Nothing to report
 - **Promotion, Merit & Reappointment** (Montgomery/Waddington) – Get your FAR submitted by April 20, 2020
 - **Senate** (Stone) – Nothing to report
 - **Scholarships, Fellowships, and Awards** (Holzworth) – Deadline for awards applications and nominations April 6, 2020
 - **College Council Representation** (Bergantz) – Nothing to report
- **Old Business**

- **New Business**
 - Question/Updates regarding Coronavirus
 - People are coming to the building and spending more time than they should be. If you can stay home, you should stay home.
 - You should not be doing your work at the office unless you have a letter from Eric and Scott. You can come in a pickup items, but you are not authorized to sit at your desk and work. If you need an exemption, please contact Eric and Scott.
 - If you are going into the building at any time, please notify Eric and Scott, they need to know who is in the building for tracking in the case of positive tests in our community
 - If there is a positive case in either Johnson or ATG Eric will be contacted by EHS
 - Graduation-
 - This is still be discussed as to how this will be handled
 - Question was raised about students this year being able to walk in next year's ceremony

 - **Adjourn to Executive Session -3:17**
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Minutes by: Michelle Barr

Attendees: Bergantz, Bodin, Brown, Buick, Catling, Christianson, Condit, Conway, Creager, Crider, Duvall, Fudge, Gorman-Lewis, Holzworth, Huntington, Koutnik, Licht, Nelson, Roe, Schmidt, Sletten, Steig, Tobin, Teng, Waddington, Walters, Warren, Winglee, Winebrennar

Staff, Students, and Guests: Barr, Bernard- Kingsley, Black, Cowan, Dakins, Gomberg, Lam, Lambert, Mulligan, O'Neil