

University of Washington
Department of Earth and Space Sciences
Meeting of Academic and Research Faculty in Open Session
Friday, February 7, 2014 – 3:30 p.m., 175 Johnson Hall

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

Approval of January 10, 2014 Open Session Meeting Minutes.

The draft minutes were circulated for review and were approved.

Meeting synopsis:

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

- a. Classroom Scheduling (Noell Bernard-Kingsley)
 - i. Everyone wants to teach at popular times (between 10 a.m. and 3 p.m.) however, due to space constraints, faculty will need to be willing to teach at other times.
 - ii. New biology building will also have no classrooms so space will continue to be limited. (Winglee)
- b. HR Accounting Software (Harnett)
 - i. The total cost to the University will be \$35M to \$40M to install and \$20M annually. 100% of the annual cost will be transferred to the units as it is supposed to save the departments money by reduction of staff.
- c. Discontinuation of field trip insurance option (Winglee)
 - i. UW is discontinuing its optional field trip insurance. This was a supplemental insurance option that departments could purchase: it was secondary insurance (the participants' insurance would cover any accidents/injuries first), the UW's cost was going to increase dramatically and thus the cost to units would increase dramatically leading to fewer departmental users, and with ACA everyone in theory is covered by insurance unless they are paying the fine to opt out.
- d. Mandatory Reporting of Suspected Child Abuse (Winglee)
 - i. If any type of abuse is suspected, by law you must report it.

2. Reports and Business

- a. *Curriculum (Waddington/Brown)*
 - i. Review of current curriculum issues (Waddington)
 1. Prerequisites in required courses 21x, 31x
 - a. Instructors have concerns about students who are taking 31x classes before the corresponding 21x classes due to scheduling difficulties, particularly with transfer students. Committee recommends making the 21x a pre-req for the corresponding 31x, or permission of instructor. This allows for students with special backgrounds for whom the 21x might be unnecessary.
 - b. The committee is looking into ways to encourage students to declare an ESS major in sophomore year, and to finish 31x classes as juniors so that

they can take advantage of all the great opportunities for research and advanced classes that the department offers for seniors.

2. Roe and Noell are preparing a series of example flowcharts for the website of how to get to a successful ESS degree from various starting points.
 3. Mike Brown includes a "preflight checklist" on his canvas page for students to self-verify whether they are ready for his course (212). Mike will give an update on canvas.
 4. Robert asked the committee to look into ways to reduce pressure on field camp and required courses with labs.
 5. The committee is starting to look at Liberal Arts BA ideas floated a decade ago, to be updated to 2014.
 6. The committee is looking into possibility of an ESS Chemistry track parallel to ESS Physics and Biology tracks, to allow majors to graduate without field camp and potentially other ESS labs.
- ii. Canvas Presentation (Brown)
1. Has a "preflight checklist" on each Canvas page that includes expectations, a short quiz to help the students decide if they are ready for the class. So far is effective.
 2. Canvas is so far going well for him. Auto quizzes, electronic grading, students are super sophisticated using software by uploading homework.
 3. (Harnett) – Not as easy of a transition with her experience yet. Slower transition with students.
- b. *Undergraduate Program (Roe)* – Nothing to report.
- c. *Graduate Program (Waddington)* – Nothing to report.

3. Standing Committees

- a. *Admissions (Buick/Crider)*
 - i. 17 students admitted, 2 students accepted and 4 coming to open house with 3 others coming at different times.
- b. *Computing (Harnett)* – Nothing to report.
- c. *Development (Winglee)* – Nothing to report.
- d. *Oversight (Conway/Schmidt)* – Nothing to report.
- e. *Prelim Committee (Brown / Cowen)* – Nothing to report.
- f. *Promotion, Reappointment, and Merit*
 - i. Activity reports will be due in March.
- g. *Scholarships, Fellowships, and Awards* – Nothing to report.

4. Old Business

- a. Update on OA search (Winglee) – Down to two candidates. Selection will be final before end of February.
- b. Update on Administrator search (Winglee) – Interviewing candidates and will be making final selection before the end of February.
- c. Glaciology Search (Waddington) – Selected five candidates to interview. More in executive session.
- d. Family Day (Winglee) – Looking for volunteers for April 12th Family Day from 1:00 – 3:30pm.
- e. MESSAGE Review Committee (Roe)
 - i. The committee consisted of Roe, Catling, Gorman-Lewis, and Huntington to evaluate MESSAGE program. Committee met 4 times.
 - ii. History – idea was proposed in 1999 and developed in 2008

- iii. Currently have 18 students taking 15 to 18 months to finish program. 7 in the first graduating class.
- iv. Message Budget shows an estimated net savings. Concern of in-state tuition versus out of state tuition for the future.
- v. Impacts – Field camp enrollment
- vi. Reputation – Positive response from current and prospective students, within the College, and local employers.
- vii. Does not seem to impact R1 status
- viii. Heavily burdens the lecturers as they take on advising and networking for the students in the program. Currently program cannot handle more growth.
- ix. If additional future tracks are offered, would require new faculty.
- x. Overall conclusion – financially sustainable and have heard broad support. Maintains burden on faculty. Recommend following up with students after their employment to determine satisfaction of education. Use Alumni to get word out about program.
- xi. (Nelson) – Suggests this report should go to the Dean.
- f. Space Technology Masters – Committee Review (Roe)
 - i. Committee reviewed options for both B.S. in Space Sciences and M.S. in Space Technology to determine viability of programs along with drawbacks and positive impacts. The committee reviewed possible curriculum tracks, financial impacts, sources of funding, space availability, stability of programs, workload, instructional needs, and advisory. Various discussions were held about the concern of adding another professional Master's program, impacts on R1, waiting to see how MESSAGE program rolls out to see what issues may occur, concern about approving investigative proposal will lead to development of program, and faculty impact.
 - ii. Bergantz proposed a motion to wait a year before the proposed Space Masters be considered again by faculty, but withdrew that request after Winglee said it would take a year to get all of the information organized.
 - iii. Winglee requested departmental approval to move forward with planning process to research the viability of these options. Bergantz requested an electronic ballot.

5. New Business

- a. Policies on Practice for Unit Adjustments (Brown for Bourgeois)
 - i. Overview of merit raises, unit adjustments, and monthly salary comparisons that lead directly into Winglee's discussion on unit adjustments.
- b. Continuation of the unit adjustment discussion (Winglee)
 - i. Options for unit adjustments
 - 1. Faculty is presently Too big – shrink faculty and use budget for bigger salaries
 - 2. Faculty is presently Too small – hire two assistant professors for every full professor retirement
 - 3. Faculty is presently Right size – Hire one assistant professor for every full professor retirement and use the salary difference for unit adjustments (no further hiring)
 - 4. Grow majors to earn more ABB – ask for Dean for bridging funding of faculty lines
 - 5. Start self-sustaining programs to increase financial basis for the department.

Notes: Room for 3% increase – half get 6% increase the other half get 0% and 3% increase is an assistant professor faculty line
 - ii. Several long discussions were held reviewing and clarifying the options, as well as what option would best for the department. Catalyst survey will be sent out to maximize input for faculty to rank preferences.

6. Adjournment

- a. The open session adjourned to the Executive Session at 5:45 p.m.

Minutes by: April Huff

Attendees - *Faculty:* Abramson, Bergantz, Brown, Buick, Catling, Crider, Duvall, Gillespie, Gorman-Lewis, Hallet, Harnett, Holzworth, Houston, Huntington, Montgomery, Nelson, Odom, Roe, Schmidt, Steig, Teng, Troost, Waddington, Warren, Winebrenner, Winglee (Chair)

Staff, Students, and Guests: Bernard-Kingsley, Schreiber, Sumner