

Minutes

of the Physics Department meeting
held on Wednesday, Nov 6, 2013 in UH168.

Present: Benjamin, Boukahil, Constantinescu, Nawash, Rybski, Sahyun, Yavuzcetin

- I. Meeting called to order at 5:35 pm.
- II. Rybski/Nawash moved approval of minutes of Oct 2, 2013 meeting. Motion passed.
- III. Old Business
 - a. The review dates for faculty have shifted from the dates planned in the previous meeting. The new schedules are Nawash (5th year consultation) at 5:30pm on Wed, Nov 20; Rybski (post-tenure review) at 5:30pm on Wed, Dec 4; Boukahil (post-tenure review) at 6:30pm on Wed, Dec 4; Benjamin (post-tenure review) at 5:30pm on Wed, Dec 11.
 - b. Benjamin will have a draft policy for student resumes at next week's meeting (Nov 13) for discussion. Hopefully a vote and implementation can begin on Nov 27 meeting.
 - c. Other Old Business
- IV. New Business
 - a. Giorgianne Maziarka (CSD), the liason to the College of L&S from CSD, visited the department. She shared some changes in CSD, including the new CSD VISA (Verified Individual Services and Accomodations) that was introduced this year. She pointed out that these forms have expiration dates. She noted that the Alternative Testing is difficult to manage and has many options. CSD currently accommodates 764 students. Last spring, over 2000 exams were administered in the test center, so if a student just needs extra time, hopefully the instructor can arrange this outside of the test center. One question that arose is whether students are allowed to proctor exams within our department. [Maziarka will follow-up on the College policy with Dean Travis.] She also noted that CSD will no longer do make-up tests.

The CSD is also changing the Note-Taking Form, and described the upcoming changes. She also suggested that if no students volunteer to be a note-taker, we contact Patty for ideas. Rybski noted that it is difficult to get students to provide good notes without paying someone. Maziarka noted that it is difficult to find a resolution for this; at most universities it is handled on a volunteer basis. She noted that deaf students are more frequently using a LiveScribe Smart Pen, and

that this technology is rapidly improving. For students that are hard of hearing they use an FM system.

Rybski addressed the question of returning military veterans who exhibit cognitive difficulties or adjusting to the classroom environment. He suggested this would be a good topic for a future conversation with a CSD representative.

Maziarka discussed some of her work with these students and encouraged us to tell the students to meet with her in the Veteran's Lounge every other Monday from 1-4:30pm. (This schedule changes every semester.) She also noted that starting this spring, veterans will have priority registration.

She also noted that next week (Nov 13, 12-2pm) there will be a LEARN center workshop on Military Veterans. Paul Rybski expressed interest in attending.

- b. Other New Business
- V. Announcements
- a. Chair's Announcements
 - i. Updates from Administrative Council
 - 1. Dean Travis announced that the College is going to try to reduce or eliminate overload "carry-over" from year to year. In other words, if you do an overload, you should arrange for payment in that year. This will affect Benjamin (2.5 credit/contact overload before this semester), Rybski (2 cr/co overload before this semester), and Sahyun (3.9 cr/co overload before this semester).
 - ii. There are video/computer problems in Upham 145. People are currently scrambling to fix the problem.
 - iii. Because of a change in course rotation, we are not planning on offering thermodynamics next fall. Please make sure you advise students with the correct course rotation. This was sent out in e-mail (twice.) If a student needs thermodynamics to graduate this coming fall, let Benjamin know and he can arrange to do the course as an independent study.
 - b. University, College and Department Committee Reports
 - i. Assessment committee had their first meeting of the year on Nov 5 (Benjamin rep). Members were asked to provide information for the 2013 draft report of ELARC (Essential Learning and Assessment Review Committee). In addition, there may be a call for assessment projects (and associated stipends) for projects over the winter break. If possible, this

would be a great time to develop departmental standards for assessing laboratory skill for our students.

- c. Other announcements
 - i. Nanoscience Symposium
 - ii. Benjamin presented an invited lecture on the stellar structure of the Milky Way Galaxy at the 7th Korean Astrophysics Workshop on Dynamics of Disk Galaxy on October 24, 2013 at Seoul National University in South Korea.
 - iii. Rybski announcements on Observatory Lectures.
 - iv. Nawash announcement on class field trip
 - v. Nawash announcement on visiting UW-Madison
 - vi. Boukahil announcement on research trip.
 - vii. Yavuzcetin attended a UW system workshop.
 - viii. Benjamin is working with Dr. Barbara Johnson planning to use Camtasia to record videos of working out homework problems for students on a tablet. If you're interested in also providing supplementary on-line problems for your classes, let him know.
 - ix. Recent UW-W graduate Tou Thao is now working for Rockwell. He was the top candidate out of nationwide pool of 26 applicants.
 - x. Recent UW-W graduate David Hartwig has recently started at the UW-Milwaukee electrical engineering program.
- VI. Rybski/Nawash moved adjournment at 6:40 pm. Motion passed.

Submitted by B. Benjamin, secretary of the day

Cc: Dean David Travis