

Minutes

for the Physics Department meeting
held on Wednesday, Sep 23, 2015 in UH168.

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

Absent: Boukahil (Research trip)

- I. Call to order at 4:47 pm.
- II. Constantinescu/Rybsi moved approval of minutes from August 27, 2015. Motion passed.
- III. Old Business
 - a. Benjamin discussed the use of Digital Measures in the future for Department announcements on faculty activities.
- IV. New Business
 - a. Anna Courtier gave an overview of Science Outreach during the summer. Events did events in Whitewater, Milton, Ft. Atkinson and Janesville as well as several workshop on campus and science detectives camp on August (Sahyun assisted). Students were 1/3rd middle school and 2/3rd elementary school. We will be running the same camp next year and are looking for volunteers spending a week with local kids. Events in the future are
 - i. Oct 9 (Fri): a prominent visiting speaker (Dr. Fan-chi Lin, University of Utah) will present a seminar for our students.
 - ii. Oct 24 (Sat): Passport to Science—WI Science Festival. We are looking for lab/observatory open house volunteers.
 - iii. Jan 29 (Fri): Science Immersion day for middle school students.
 - iv. There are also plans for a “Science in Sports” event during basketball seasons (Jan/Feb), high school attendance at Undergrad Research Day (March), Earth Day (Apr), and Science Detectives Camp (Aug). Plans are still under development.
 - b. Benjamin discussed the departmental budget situation. Our student support budget is constant at \$6.4K/yr and the student research budget was decreased to \$5K (a \$1K cut). Our services and supplies budget was decreased to \$17.5K (a cut of \$4.4K). He requested guidance from the department on how to prioritize spending requests regarding (1) travel support (there is no college match this year, members of the department will try not to use their allocated \$250/yr), (2) individual faculty supplies (faculty will try not to use their allocated \$250/yr), (3) field trips for

classes will be supported by the department, (3) field trips for SPS or groups of majors should be scheduled for spring when we will have a better idea of our balances, (4) allocating research support among students/faculty.

c. Planning for an event for newly declared physics majors was postponed.

V. Announcements

a. Chair's Announcements (Administrative Council—Sep 9)

- i. There is a very important announcement from the University that went out recently about changes in our health benefits, including the dropping of dental coverage unless you specifically “opt-in”. Make sure to review your benefits package this year and be aware of the deadline for the open enrollment period.
- ii. Apparently, there is a greatly improved class evaluation system (Class Climate). Chairs who have volunteered their departments report positive results. In Upham Hall, Dept of Geography, Geology, and Environmental Studies have tried out this system.
- iii. Dean Travis handed out the current schedule for faculty reviews (both pre- and post-tenure). According to their records, these are the next scheduled reviews: Benjamin (2018-19), Boukahil (2018-19), Constantinescu (2015-16), Nawash (2018-19), Rybski (NA), Sahyun (2016-17?), Yavuzcetin (2015-16, 3rd year consultation).
- iv. We are hosting campus diversity forum from Nov 2-Nov 5 (Mon-Thurs). The focus will be on environmental justice (and environmental racism). An example of the latter is the response to Hurricane Katrina. This will include a student poster presentation.
- v. Asst. Dean Hachten discussed 25Live (used for scheduling classrooms). Stacey Scholtka asked that invitation to department meetings on training for 25Live for a short training presentation. The goal is to start using 25Live to start scheduling conference rooms; there will also be an attempt to streamline this with Outlook. Liz Hachten will be providing more information on this and to identify who will have the power to assign rooms.
- vi. There will be a “Vine-and-Dine” alumni fund-raiser event on Sunday, Oct 11 from 6-8:30pm at Staller Estate Winery in Delavan. Please contact Tamar Hauk (x1622 or hauk@uww.edu) or Rebecca Reichert (x1621 or reicherr@uww.edu) if you're interested.

- vii. Craig Schinnerer (campus photographer) wants to get more “action” shots of students/professors in action. If you have any classes or labs that you thing are particularly “camera-worthy” let me know (or you can contact Craig directly).
- viii. We now have digital signage in Laurentide like the signs in CoBE. We should send news items to the College (not sure which contact person though) to highlight activities going on in our department.
- ix. There are some changes to travel arrangements. First, everyone MUST use Fox World Travel. Also, if you do not turn in TERs within 90 days, you will NOT be reimbursed. Finally, they have loosened restrictions on hotels
- x. Joan Fox-Drake is looking for L&S volunteers needs to do a test for graduating seniors on critical thinking skills. It will take part of a class period and is part of a UW System assessment project.
- xi. There is now a sophomore advising “newsletter” from the College of L&S. If we have something interesting to share, contact Deb Heiber. Each department is also encouraged to create a special sophomore advising session that involves students in clubs and provides departmental information.
- xii. We’ve been asked by the College of Continuing Education to make sure to market (both inside and outside) the summer courses we offer. Note that neither UW-LaCrosse or UW-Parkside offer on-line courses. Be aware that students who take between 6 and 12 credits pay the same tuition. Contact Seth Meisel and Liz Hachten about possible marketing opportunities.
- xiii. Seth Meisel has asked for permission to contact individual instructors to offer some salary increase for teaching on-line classes that are “larger” than some “usual” cap. Let me know if this happens in our department.
- xiv. Did you know the University Handbook is on-line? I didn’t. Here’s the link: <http://www.uww.edu/handbook> Also, for those of you who quote the University policy that instructors should expect two hours of outside work for every hour (or credit) of class, here is the official link (scroll to bottom): <http://www-public.courseleaf.com/general-information/registrars-office/>
- xv. Our department will have a 20% cut across the board for S&E.

- b. Chair's Announcements (Administrative Council—Sep 23)
 - i. Dean Travis discussed the process of filling the “holes” in our college personnel and encouraged departments to discuss the possibility of shared interests and inter-disciplinary programs.
 - ii. Approval has been given to search for a replacement for Deb Heiber. Dean Travis is looking for people to serve on (and chair) the search committee.
 - iii. Chancellor's office is looking for faculty representatives on UW-W strategic budget and planning committee (SBPC). This person should have taken on leadership positions in the past.
 - iv. Andrew Eagon has been asked to serve as our departmental representative on the Dean's Advisory Council.
- c. Chair's Announcement (Others)
 - i. Sahyun and Benjamin, together with students Andrew Eagon and Chris Marshall, did a presentation to the Board of Regents that was extremely well received.
 - ii. Recent graduate Tyler Engel has been offered a job in biomechanical engineering at Madison company, *Invivo*. Congratulations, Tyler!
 - iii. Will Robbins has started working at an optics firm in Elgin, IL (Kaliber Imaging) and is arranging to do a Physics Co-Op next semester.
 - iv. Please don't forget to turn in your information to the Scholarship & Creative Activities
 - v. The following faculty will march in the Winter Commencement: Nawash, Sahyun, and Benjamin.
- d. Other announcements
 - i. Jalal Nawash and two students (Marion Titze and Spencer Twining) attended the RM2N (Regional Materials and Manufacturing Network) meeting in Eau Claire (<http://wiscomat.org>). Based on a contact from this meeting, Dr. Anthony Wagner from UW-Eau Claire provided a list of UHV equipment that might be available for us to use.
 - ii. Rybski announced a Whitewater Observatory open house for Lunar Eclipse viewing party from 8-11pm on Sunday, Sep 27. This will be just for our classes, physics majors, and the University faculty. Dr. Anna Courtier will also advertise this on the UW-W Science outreach page.

- iii. Yavuzcetin attended a hands-on workshop (run by AVNet in Pewaukee) on wireless sensor and energy harvesting equipment. Attendees measured photo-voltaics and all attendees got a prototype kit.

VI. Rybski/Yavuzcetin at 5:25 pm

Submitted by B. Benjamin, secretary of the day
Cc: Dean David Travis