

Minutes

of the Physics Department meeting
held on Friday, November 13, 2020 at 4:00 pm via Webex

<https://uww.webex.com/uww/j.php?MTID=mb7d0ab88aebeac1270a039672e49ab89>

Present: Bob Benjamin, Abdelkrim Boukahil, Steven Sahyun, Martin Tchernookov, Tom Hall, John Klinger, Lindsey Radloff (Transfer Articulation Coordinator)

Absent: Jalal Nawash, Juliana Constantinescu

1. Call to order at 4:10 pm
2. Old Business
 - a. Approval of minutes from November 6, 2020 Benjamin/Boukahil
3. Special Guest: Lindsey Radloff, Transfer Articulation Coordinator. Transfer Articulation Coordinator, UW-Whitewater Admissions Office, FirariLD17@uww.edu, 262.472.1483
 - a. Working with the colleges and departments and links with other institutions. Works with Transferology.
 - b. Bringing students from the Rock County and other students to the Physics department.
 - i. Students moving between campus may have credit issues that need to be aware of.
 - ii. Recruitment of transfer students: Attending the recruitment fairs, and attend advising hours. Madison College is a large feeder, Milwaukee Area technical college. Direct outreach, starts conversation.
 - iii. Collaborative tours at campus specific tours.
 - iv. Create transfer guides.
 - v. Advising meetings.
 - vi. The total number of students that come to campus is 800, so STEM is less than that. Annie LaValley is involved specifically with the STEM students. There is an initiative for STEM through an HHMI Grant.
 - vii. During outreach with students they typically take along Admission materials, but could bring department specific FAQ page. Contact Tatiana Fadeeva transfer admission counsellor, who we should meet with in February about materials.
 - viii. Hall and Klinger suggested a meeting date in late February for a Q&A meeting with Rock County students. We need to get to course information for their Canvas pages.
4. New Business

- a. COVID and COVID testing: Free on-campus rapid testing at the Williams Center. Pre-registration is required at <http://doineedacovid19test.com>.
- b. EAB Navigate Introduction: <https://www.uww.edu/advising/navigate>, and <https://uww.campus.eab.com/analytics/6807> Discussed some of the features in a very brief overview.



- c. Catalog Update for Physics description <http://uww-public.courseleaf.com/undergraduate/letters-sciences/physics/> changes need to be made by January 4.
- d. Discussion on dealing with physics majors who mysteriously disappear: missing several class sessions, labs etc. How to contact and get students back:
 - i. Be clear to students what flexibility is available.
 - ii. Contact the rest of the department if you have a missing student.
 - iii. If faculty have difficulty reaching students, send email to department chair for contact.
- e. Faculty Senate is seeking feedback for recommendation for PDP funding: This is \$600,000. The BOC is supposed to make a decision on this within the next two weeks. Options are:
 1. Leave central PDP as is and cut 10 positions
 2. Permanently eliminate central PDP and have individual colleges continue/begin budgeting PDP within themselves
 3. Permanently reduce central PDP to a very small sum, maybe \$100,000 annually, and have individual colleges continue/begin budgeting any additional PDP that they would like to use within themselves
 4. Temporarily cut central PDP (for FY21 and FY22) and then phase it back in over time, maybe adding \$50,000 per year to the central budget
 5. Some other option?
 - i. General consensus was there could be an emergency cut for 20-21, then \$100k in future.
 - ii. Please bring items of concern to your Faculty Senate representative: Sahyun

5. Announcements

a. Chair's Announcements:

- i. A Physics Department Google Shared Drive has been created, physics faculty and staff should have access to this drive.
- ii. See the November HR&D newsletter for important information:
<https://www.uww.edu/documents/adminaffairs/HR%20Diversity/November2020Newsletter.pdf>
 1. on pg. 6. Information about Bi-weekly pay plan for Spring.
 2. On pg. 7 and 8 Information about Furloughs, holidays, and reporting furloughs.
- iii. Information about the Voluntary Separation Incentive Program (VSIP) is at:
Nov. 10:
<https://www.uww.edu/documents/adminaffairs/HR%20Diversity/VSIP%20Program%20Document.pdf>

b. Other Announcements

6. Adjourn at 5:25 pm Benjamin/Boukahil

2020-21 Department Meeting Topic List:

- i. 200918 Progress of, and support for, Physics majors.
- ii. 200925 Review of spring Proof
- iii. 201002 Student Welcome Event
- iv. 201009 Hyflex, Hybrid, and remote class tips and techniques share.
- v. 201016 Tchernookov Review
- vi. 201023 TEAM-UP and related items
- vii. 201030 No meeting - Observatory Tour (FP&M)
- viii. 201106 TEAM-UP and related items
- ix. 201113 Meet with Transfer Coordinator (Lindsey Radloff)
- x. 201120
- xi. 201204 Assessments (MFT, Labs)

Additional topics ideas as time allows:

- xii. Physics Advisory Council (sub-committee, email)
- xiii. Course Evaluation Review and revision (sub-committee; email)
- xiv. Review and setting of Department Goals for the year.
- xv. Meet with Admissions
- xvi. Department Website
- xvii. Department Promo Lit
- xviii. Department Outreach
- xix. Scholarships / Internships

Submitted by Steven Sahyun, Secretary of the Day.