

**University of Washington**  
**Department of Earth and Space Sciences**  
**Meeting of Academic and Research Faculty in Open Session**  
**Friday, January 10, 2014 – 3:30pm, 175 Johnson Hall**

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

**Approval of December 6, 2013 Open Session Meeting Minutes.**

The draft minutes were circulated for review and were approved.

**Meeting synopsis:**

1. Announcements
  2. Reports and Business
  3. New Business
  4. Old Business
  5. Adjournment
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**1. Announcements**

- a. ESS Gala will be held on April 3<sup>rd</sup> and April 4<sup>th</sup>
- b. New position for front desk Office Assistant has been posted and the search has begun for this position.
- c. Michele Conrad will be leaving the department and the search has begun for a new administrator. Her last day will be February 7<sup>th</sup>.

**2. Reports and Business**

- a. *Curriculum (Waddington)* – Nothing to report.
- b. *Undergraduate Program (Roe)* – Nothing to report.
- c. *Graduate Program (Waddington)* – Nothing to report.

**3. Standing Committees**

- a. *Admissions (Buick/Crider)*
  - i. Every admitted applicant will have three reviews. Those denied will need to have only two denials and then can be not considered.
  - ii. Need list of top 20 – 24 candidates by 1/24/14 to invite to open house. Open house will be held on 3/6/14 – 3/7/14. Dinner will be on 3/7/14.
  - iii. Grad students slated for 10% increase over next few years.
- b. *Computing (Harnett)*
  - i. Lab computers have been upgraded over the break.
- c. *Development (Winglee)* – Nothing to report.
- d. *Oversight (Conway/Schmidt)* – Nothing to report.
- e. *Prelim Committee (Brown / Cowen)* – The prelim process is complete for this year.
- f. *Promotion, Reappointment, and Merit*
  - i. If looking/up for promotion or tenure, make sure CV is updated.
- g. *Scholarships, Fellowships, and Awards* – Nothing to report.

**4. New Business**

- a. *Glaciology Search (Waddington)*
  - i. 38 applications, 11 good. More in executive session.
- b. *Unit Adjustments and Merit Increases (Winglee)*
  - i. Please refer to Provost/Deans letter for details
  - ii. ESS 12.5% behind peers

- iii. Eligible for unit adjustment
- iv. Must be funded by unit resources
- v. Future merit – CoE will pay 2%, greater than 2% may need to be paid by unit.
- vi. CoE 75% confident that they will be able to pay the additional 2% for a total of 4%.
- vii. Unfunded mandates
  - 1. ASE's also up for 10% increase which must be paid by unit
  - 2. Also may need to pay tax on the UW's new accounting software which is \$60 million/initial startup then \$20 million/year recurring. \$400K / year for recurring costs paid by CoE.
- viii. Pool for unit adjustments
  - 1. All faculty salaries (research and academic) – not all would get a salary increase.
  - 2. Research Faculty:
    - a. Will be responsible for own salary increase
    - b. At a minimum if grants can absorb, recommended all research faculty for an increase.
    - c. Motion was made to approve unit adjustments for research faculty and allowing them to opt out. Motion was approved by faculty vote.
  - 3. If there is a unit adjustment for academic faculty, then the cost will require the department to slow down on the hiring plans.
  - 4. Decisions on retentions presently performed on an ad hoc basis with recent decisions coming in at essential the costs of a full FTE at the assistant professor level.
- c. Presently the department has about 170 majors with about 90 students in its 200 level classes. Limitations to future growth include:
  - i. Balancing field camp (limit is 50 to 60). Need alternative for BS or shuttle to BA.
  - ii. Question presented of ramping up the BA program. Some students interested in teaching instead of research or field work.
  - iii. The 200-300 level classes are close to saturation – should we limit growth in these classes?
- d. Motion to requested to send a letter to the dean indicating interest in a unit adjustment within a year and will work on a plan to expand its undergraduate or MS program (perhaps BA track) or perhaps retirement.

5. Adjournment

- a. The open session adjourned to the Executive Session at 4:50pm.

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*Minutes by:* Michele Conrad

*Attendees - Faculty:* Bodin, Bourgeois, Buick, Catling, Cowan, Crider, Duvall, Gillespie, Hallet, Harnett, Holzworth, Houston, Huntington, Nelson, Nesbitt, Odom, Roe, Schmidt, Stone, Teng, Vidale, Waddington, Warren, Winebrenner, Winglee (Chair)

*Staff, Students, and Guests:* Bernard-Kingsley, Conrad, Gauglistz, Hansen, Ploskey, Sumner