

**Department of Earth and Space  
Sciences Meeting of the Faculty  
Friday, 4/5/24, 2:30 pm in JHN 111**

**MINUTES**

[Attendance: Bergantz, Buick, Cantine, Catling, Christianson, Duvall, Huntington, Krissansen-Totton, Lipovsky, Muth, Schmidt, Stone, Teng, Tobin, Waddington, Winebrenner, Bernard-Kingsley, Campese, Caton, Dakins, Lui, Ledeczi, Aranguiz, Fintel, Aikin].

**Call to Order - Open Session (2:33 PM)**

**Announcements**

- Discuss changing faculty meeting duration and occurrences (Lipovsky)
  - Discussed a variety of ideas for faculty meeting format including meeting twice a month (either same format or separate Open and Exec sessions) and ending the meeting at a strict time (e.g. 4:00 or 4:30 PM). Generally faculty expressed they do not want more meetings, and support a hard-stop ending. Another suggestion is to have the strict time cut off, and allow for scheduling additional meetings when needed.
  - The grad students expressed that, since they rely on committee updates and announcements to understand what is going on in the department, to keep the Open Session first and be cognizant of their schedules (starting the meeting earlier may be challenging with classes).
  - **Motion:** Keep regular monthly meetings with a hard stop at 4:30 PM. Seconded for online vote.
  
- Welcome Henry Lui & Google to Outlook transition and email retention (Lui)
  - Henry plans to update the computer labs with STF (hopefully) by Autumn quarter.
  - Please check your email for information on workshops (ATG 210) for records retention management and the conversion from gmail to outlook.
  
- Intranet walkthrough (Caton)
  - We are in the process of migrating information (forms/documents, policies/procedures) from the old intranet/handbook to the new website. You can still find the handbook, and all the tools on MyESS, at <https://intranet.ess.uw.edu/>
  - If there are specific things you would like accessible on the new website intranet landing page, please email Summer.

- *Between Spheres* Vol 2 - If you have updates on your research, outreach or field stories, etc. please send to Summer for consideration for the next *Between Spheres* magazine
- Reminder: Awards and Scholarships Deadline on Monday (4/8)
- Nominate Graduation Speakers
  - Undergrad, grad, and alumni speakers. Noell sent out an email.

## **New Business**

- Feedback on Research Gala (Gala Committee)
  - Comments and feedback include: Is it possible to have this another week of quarter (challenging for faculty participation); please invite the speaker several months in advance (2025 Gala speaker will be Ranger Doug); faculty should nominate/recommend alums for speaker (Jody B. is a great resource); dinner was great.
  - Grads ask faculty to please consider ways to increase attendance at the talks. The goal of this experience is for students to get critical feedback from faculty.
- Geomorphology search (Huntington) - Discuss and vote on rubric and job ad
  - Can request slides. Applications received prior to 9/15/2024 will be prioritized. The rubric mirrors the job ad and is designed to be helpful and flexible. This ad is for Assistant professor and the salary range will reflect that position.
  - **Motion 1: Accept the job ad, send off to HR. Catling second**
    - Online Vote
  - **Motion 2: Vote on content of updated rubric that does not specify process. Tobin seconds.**
    - Online vote
    - Discussed the weighting of priorities. The committee can provide more detailed information on this if requested. Later discussion on this may be helpful.

## **Standing Committees Announcements**

- Graduate Program (Teng) - Update & Reminder about the GSAR (Graduate Student Activity Report)
  - Great opportunity for grad students to summarize what they did over the past year, or if there are any concerns about your committee/process. Faculty, if you are having any issues, this is the best time to talk to your students.

- Reminder (students and faculty) - must meet once a year. There are currently quite a few first year students who haven't formed their committee/met yet. It would be great to document this meeting in the future (submit a report)
- Admissions (Huntington) - Brief report on admitted-student decisions. Recruiting awards.
  - 5 acceptances. 2 declines. Faculty, please tell Noell ASAP if you have heard from an admitted student that they plan to decline or accept.
  - We will begin to "release" (deny) applicants who will not be admitted, starting with a) any application that has at least 1 "deny" ranking, and (b) any application that has at least 1 "discuss/probably deny ranking". Next will consider releasing c) any applications which are ranked "admissible" but no faculty member was interested enough in recruiting to obtain additional review(s).

**Adjourn to Executive Session (3:40 PM)**