

# Minutes

of the Physics Department meeting  
held Monday September 10, 2012 in UH168.

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

- I. Meeting called to order at 5:45 pm.
- II. Benjamin/Constantinescu moved to approve the September 5 minutes. Motion passed.
- III. Announcements
  - a. Chair's Announcements
    - i. Cart with stuff.
    - ii. There is a new Policy and Forms binder in the office.
- IV. Old Business
  - a. The 2013 Spring Schedule was revised.
  - b. Curricular proposal: 496 Special Topics: Materials Science and Engineering. Benjamin/Constantinescu moved approval. Motion Passed.
  - c. Hiring Committee discussion for the Nanophysics Position. Boukahil and Benjamin will get the Red folder, draft a preliminary job posting, and determine rules for composition of the hiring committee for the next department meeting.
  - d. Proposed preliminary department meeting topics for 2012-13:
    1. Hiring committee – Nanophysics position
    2. Audit and Review – Self study report
    3. Promotion and Tenure Guideline
    4. Setting yearly goals
    5. Nawash 4<sup>th</sup> year Review
    6. Constantinescu Review
    7. Sahyun Post-tenure review
    8. Fall 2013 Scheduling
    9. Meet with Eshelman about organizing Internships
    10. Review of courses re Department Goals
    11. Building assessment tools into core courses
    12. Catalog / course changes
    13. Spring 2014 Scheduling
- V. New Business
  - a. Nawash – funding request for printing of Undergraduate Research Day student poster. Students should have funding through the Undergraduate Research office, otherwise the department will be paid from department funds.
  - b. Announcements from the floor
    - i. Constantinescu mentioned a proposed trip to Fermilab.

- ii. The 3<sup>rd</sup> Annual Nanoscience symposium will be held on October 12, 2012.  
The keynote talk will be held at 2 pm.
- iii. David Travis, Associate Dean of the College of Letters and Sciences, is looking for one or more people to organize Earth-week next semester.

VI. Rybski/Nawash moved to adjourn at 6:45 pm. Motion passed.

Respectfully Submitted,  
Steven Sahyun  
Secretary of the day

cc: Dean Pinkerton