

# Minutes

of the Physics Department meeting  
held on Wednesday, Feb 12, 2014 in UH168.

Present: Benjamin, Boukahil, Constantinescu, Nawash, Sahyun, Rybski, Yavuzcetin  
Absent: None

- I. Meeting called to order at 5:37 pm.
- II. Rybski/Boukahil moved approval of minutes of Feb 5, 2014 meeting. Motion passed.
- III. Old Business
  - a. The faculty reviewed Yavuzcetin's proposal for a new special topics course, Physics 496: Introduction to Nanotechnology. Rybski/Sahyun moved approval of this new course. Motion passed.
  - b. Benjamin discussed the implications for the current "demographic bulge" of physics majors particularly when it comes to scheduling optics and thermodynamics. It was decided that the department would plan on offering Optics both in Fall 2014 (regular schedule) but also in Fall 2015. Students should plan on taking this class in their third year of the physics program, where year one is the year they take Introductory Physics. Advisors are warned to be on the lookout for students who may need to take Thermodynamics in the next two years as it will only be offered in Fall 2014.
- IV. New Business
  - a. Benjamin discussed the possibility of faculty contacting nearby companies to look into the possibility of lining up internships for our majors. Each faculty member said they would try to contact a company to set up an internship for our students this summer. The companies targeted were Forte (Nawash), Kreisher Optics (Sahyun), NASCO (Yavuzcetin), Birdseye/Pinnacle (Rybski), Rayovac (Juliana), Mad City Labs and N-Point (Boukahil), and Generac (Benjamin).
  - b. Discussion of Exit Interview revisions was postponed.
  - c. There was no other New Business
- V. Announcements
  - a. Chair's Announcements
    - i. A reminder of our progress on departmental goals (adopted Aug 29, 2013)
      1. Set up system for creation, review, updating of student resumes  
[Benjamin]: Done, except need to modify advising form.

2. Introduction of MATLAB into Physics Dept courses  
[Sahyun/Rybski/Boukahil]: MATLAB made available on new Upham 238 laptops and all faculty have working versions except Nawash.
  3. Science Outreach [Nawash/Constantinescu/Sahyun]: So far we have made one school visit so far this year (Luther Elementary Sahyun/Yavuzcetin) and one teacher consultation (Memorial High, Madison/Boukahil). In addition, Nawash reported that at least 15 students attended our Fall nanoscience symposium by contacting all south-eastern Wisconsin schools.
  4. Better Alignment of Assessment with Student Learning Goals  
[Benjamin/Sahyun]: Revised exit interview will be proposed soon.
  5. Develop Assessment Plan for Lab Skills  
[Rybski/Nawash/Sahyun/Yavuzcetin]: Proposal submitted to CLS but the project has been deferred.
- ii. Please remind students in your classes to apply for internships, REUs and look into scholarships. A personal nudge may move a student when an e-mail announcement fails.
  - iii. Alisa Hass announced several outreach events available for faculty. Benjamin encouraged everyone to do (at least) one school visit this semester. If you don't know how to set that up, talk to Alisa.
  - iv. Science Alliance Meeting is on Mar 14. We need students who can present posters. Possible student presentations are from Rebecca Holzer (Nawash), and Alexandre Fernandes (Benjamin).
  - v. Our question on the proctoring of exams for CSD students needing extra time caused quite a bit of discussion at the last Administrative Council meeting. I have volunteered our department to be the test department for "satellite proctoring" of exams. I will discuss how this might work with Assoc. Dean Susan Johnson and CSD on Mar 5.
  - vi. We now have a cart of 16 laptops available for classes/labs. Provisional rules for the cart usage were handed out.
  - vii. There have been some power (and circuit breaker) problems in Upham 58. Power to the four lab tables closest to the door has been lost. Benjamin asked FP&M for the circuit breaker boxes to remain unlocked, but we really should have keys to these boxes.

- viii. Giorgianne Maziarka is organizing a Veterans and Servicemembers Committee/Red Cross drive. If we choose to participate, we will be challenged to fill a USPS flat rate box of needed items. Constantinescu volunteered to contact Nicole Bengtson (bengtsonNL28@uww.edu) .
- ix. Patti will be on a slightly reduced hour schedule the next four weeks. She will be starting work at 9am on Wed and Thurs, but is willing to come in extra hours at other times if needed.
- x. LabMod applications are due on Feb 21. Benjamin will lead this proposal.
- xi. CAP applications are due on Feb 28. Benjamin will send out the list we developed last semester; Sahyun volunteered to rank our earlier wish list and lead this.
- xii. Physics is one of four departments without officially approved promotion and tenure standards (also Math, Womens' Studies and Philosophy). Benjamin asked Boukahil to look into what we need to do to complete this.
- xiii. Benjamin asked department members to turn in Requests to be Absent forms for this semester. So far there is Boukahil (professional meeting, Mar 1-7) and Benjamin (invited colloquium, Apr 21-23). Nawash will be at a professional meeting March 10-14.
- xiv. Benjamin asked for a volunteer to attend an informal discussion with Dr. Angela Byars-Winston about her research in best practices for STEM mentorship on Feb 13 (2:30-3:15) in Upham 222. Sahyun and Yavuzcetin both agreed to attend.

b. University, College and Department Committee Reports

i. Administrative Council

1. Reminder that classes start on Wednesday next fall semester, not Tuesday.
2. Dean Travis reported that student reps to the Dean's Advisory Council enthusiastically support the four-day-a-week on-campus policy for faculty. They seemed less concerned with instruction help than the opportunity to form personal relationships with faculty. Students also expressed concern about the new scheduling grid with ten minute breaks between classes.
3. Dean Hachten suggested this ten minute break be borne in mind when advising students.

4. There have been a lot of problems moving to the new AAR system. Please be patient when asking for personalizations of advising reports.
  5. There was a discussion of moving to a common set of class evaluations to be shared for all CLS classes. A subcommittee was formed to look into how this would work with in-class, hybrid, and on-line courses across the college. Benjamin was pressured into representing the sciences in this committee and relented.
  6. Physics was the only department in CLS in which every faculty member had logged into the Digital Measures system. We got a “gold star.”
- c. Constantinescu announced that the Women in Science program will be hosting Dr. Kanupriya Pande (UW-Milwaukee/Physics) to give a colloquium at noon on April 11. Dr. Pande’s background is on X-ray Free electron lasers and their application to dynamic biology.

VI. Constantinescu/Nawash moved to adjourn. Motion passed at 6:40pm.

Submitted by B. Benjamin, secretary of the day

Cc: Dean David Travis