

Department of Physics: Committee Assignments and Charges (2004-2005)

Note to faculty: if you are interested in serving on committees other than indicated, please see Chris Gould. Also, graduate and undergraduate student participation is welcome on committees relating to curricula matters. See CG if interested.

Standing committees

- **Advisory Committee:** Mitas (05), Hallen (06), Schaefer (07) ex officio: Johnson (DUP), Paesler (DGP). Charge: Advise the Department Head on all matters pertaining to the operation of the Department. Specific Initiatives: Plan for graduate and department review in spring 2006
- **Comprehensive Review Committee - Mitchell** (05), Roland (06), Brown (07). Charge: Review tenured faculty in accordance with the performance criteria contained in the Department and University procedures. Meet with Department Head early in the fall semester to obtain the names of the faculty scheduled for review, carry out the review and provide a written assessment to the Department prior to the end of the spring semester.
- **Computing Committee:** Bernholc, Sagui, Borkowski, Jenkins, Buongiorno-Nardelli. Charge: Advise the department on computing issues relating to research; as appropriate, coordinate with the College ad-hoc computing committee, and the College computer support group. Specific initiatives: Oversee the Physics Department computer cluster facility in the basement of Cox.
- **Course and Curriculum Committee:** Mowat, Ji, Lee, Klenin, Reynolds, Sherwood, (GPSA rep), ex officio: Johnson, Paesler. Charge: advise the Department on all undergraduate and graduate curriculum matters, carry out course reviews and curriculum reviews in a timely fashion; initiate new course action forms; review course scheduling to minimize conflicts and to ensure balanced fall and spring offerings in specialty areas. Specific initiatives: Coordinate Undergraduate Academic Program Review and Assessment.
- **Personnel Committee:** Krim, Ade, Cotanch, Reynolds, Mitas, Hallen, Schaefer Charge: Oversee faculty recruitment for 2004-2005. Advise Department Head on target-of-opportunity hires for 2004 and beyond. Assess progress in reaching the goals outlined in the Department's strategic plan
- **Physics Liaison Committee** Ramakrishnan, Beichner, Klenin, Chabay, Parker. Charge: Meet yearly with campus constituencies to ensure 100-200 service courses are appropriate; initiate and/or recommend new text-book adoptions (following appropriate conflict of interest procedures); discuss grading policies to ensure policies are fair and equitable. Specific initiative: Select text book for M and I sections of PY 205/208.
- **Safety Committee:** Young, Aspnes, Egler, Weninger. Charge: develop procedures and carry out laboratory inspections; advise the Department Head on the safe operation of the research laboratory facilities of the Physics department.
- **Staff Liaison Committee:** Gould, Egler, Jenkins, Outlaw, Savage, Lunney. Charge: Meet annually or as needed to discuss matters of concern to SPA personnel. Solicit recommendations for College and University SPA awards and recognitions.
- **Teaching Assignment Committee:** Johnson, Ellison, Haase, Blondin. Charge: survey the teaching interests of the faculty and make recommendations to the Department Head on all teaching assignments

Ad-hoc committees

- **Ad-hoc Graduate Assessment Committee** Paesler, McLaughlin, Huffman, Aspnes. Charge: Develop Objectives, Outcomes, and Assessment procedures for the Department of Physics graduate programs.
- **Ad-hoc Riddick Design Committee** Sayers, Egler, Paesler (plus any other faculty as necessary) Charge: Coordinate with architectural planning and facilities planning to ensure that the teaching, research and services missions of the Department are appropriately accommodated in the planned renovation of Riddick Hall.
- **Ad-hoc Partners III Planning Committee** Nemanich, Ade, Krim, Pearl, Bernholc. Charge: Coordinate Partners III planning and move schedule to ensure a smooth transition of research groups into the new facilities on Centennial Campus.

Coordinator functions

- Director of Graduate Programs: Paesler
- Director of Undergraduate Programs: Johnson
- Undergraduate Advisers: Hallen, Johnson, Reynolds
- Honors Program Adviser and Faculty Adviser to SPS: Blondin
- Sigma Pi Sigma Adviser: Gould
- Course Coordinator for 205/208: Ramakrishnan
- Library Liaison: Cotanch
- Website: Lee
- Webpage accessibility: Dudley
- Sophomore Laboratories: Mowat, Chilton
- TA training and scheduling: Chilton, Chabay
- Astronomy Laboratories: Egler
- Senior laboratory adviser: Hallen
- LH Thomas Lecture Coordinators: Risley, Paesler
- Open House: Egler, Parker McFarlane (SPS President)
- Colloquium chair: Gould
- McCormick Award: Sayers