

2009-2010 Committees, Directors, Liaisons, etc.

Standing committees and *heads*

- **Advisory Committee:** Lee (10), Weninger (11), Mitas (12), ex officio: Blondin (DUP), Ade (DGP). Charge: Advise the Department Head on all matters pertaining to the operation of the Department.
 - **Comprehensive Review Committee:** Cotanch (10), Young (11), Roland (12). Charge: Perform duties as outlined in Physics Department Post Tenure Review Standards and Procedures, RUL 05.67 for tenured faculty scheduled for review in 2009/2010. (Beichner, Krim).
 - **Computing Committee:** *Blondin*, Pearl, Cooley, Warren; 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.
 - **Course and Curriculum Committee:** *Aspnes*, Hallen, Ji, Mowat, Brown, Chabay, (GPSA rep), ex officio: Blondin, Ade, Egler, Kohlmyer, Ellison. 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.
 - **Personnel Committee:** *Mitas* Charge: Oversee faculty recruitment for 2009-2010. Advise Department Head on target-of-opportunity hires for 2009 and beyond. Assess progress in reaching the goals outlined in the Department's strategic plan.
 - **Physics Liaison Committee,** *Mowat*, Egler, Kohlmyer. 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.
 - **Graduate Recruiting Committee** – *Ade*, Lee, Young
 - **Reappointment, Promotion, and Tenure Committee:** *Roland*, Reynolds, Krim
Charge: In the fall semester the RPT Committee shall
 - **organize** the Departmental Voting Faculty (DVF) effort to review RPT dossiers according to departmental and college RPT procedures;
 - **evaluate** the dossiers based on those departmental and college RPT standards;
 - **lead** a DVF discussion on each RPT case based on that evaluation;
 - **prepare** a written statement that reflects the complete range of observations expressed among the DVF about the quality and impact of the candidate's accomplishments;
and
 - **conduct** and **record** a tally of votes.
- In the spring semester the RPT Committee shall
- **instruct** all candidates to submit to the Departmental Executive Assistant their dossiers in a timely manner;
 - **obtain** from the Executive Assistant all dossiers;
 - **review** the statements of mutual expectations of all faculty eligible for future RPT decisions;
 - **lead** a DVF discussion on each such case; and
 - **report** to the head any concerns concerning the meeting of these expectations.
- **Safety Committee:** *Weninger*, Riehn, Warren. 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:** Paesler, Dudley, Outlaw. Charge: Meet as needed to discuss matters of concern to SPA personnel. Solicit recommendations for College and University SPA awards and recognitions.

- **Teaching Assignment Committee:** *Ellison, Ji*. Charge: survey the teaching interests of the faculty and make recommendations to the Department Head on all teaching assignments
- **Space Committee:** *Mowat, Huffman, Rowe, Warren, Wenninger, Riehn*. Advise the Head on the allocation of space resources.
- **Faculty Recognition Committee:** *Bernholc, Aspnes, Gould* Charge: Regularly identify physics department faculty candidates for recognition in the form of awards, prizes, fellowships, etc. and develop strategies for lobbying for each such recognition. Report the proposed strategies to the head for implementation.

Ad-hoc committees, task forces and heads

- **New Course Development task force:** *Ji, Hallen, Ellison, Brown, Young*
- **Course Cost Task Force** – *Mowat, Egler, Warren, Kohlmyer*. Charge: Examine the cost structure of materials purchased by students in service courses, paying particular attention to uniformity among 211/212, 205/208N, and 205/2-8M sections. Consider options to current policy that maintain departmental educational objectives and that can be achieved with departmental resources presently in place. Report findings to advisory committee by October 1.

Directors, Coordinators, Liaisons, etc.

- Director of Graduate Programs: *Ade*
- Director of Undergraduate Programs: *Blondin*
- Undergraduate Advisers: *Blondin, Brown, Daniels, Haase, Hallen, Huffman, Krim, McLaughlin, Pearl, Reynolds, Schaefer*
- Honors Program Adviser: *Hallen*
- Sigma Pi Sigma Adviser: *Blondin*
- Society of Physics Students Adviser: *Lee*
- Course Coordinator for 205/208M: *Kohlmyer*
- Course Coordinator for 205/208N: *Mowat*
- Course Coordinator for 211/212: *Egler*
- Library Liaison: *Cotanch*
- Engineering Liaison: *Aspnes*
- IT Office Director: *Cooley*
- Alumni Coordinator: *Reynolds*
- Webmaster: *Dudley*
- Sophomore Laboratories: *Mowat, Egler*
- TA training and scheduling: *Egler, Chabay*
- Astronomy Laboratories: *Egler*
- Senior laboratory adviser: *Rowe*
- LH Thomas Lecture: *Daniels*
- Open House: *Blondin*, (SPS President)
- Colloquium: *Schaefer*
- McCormick Award: *Reynolds*
- Development Liaison: *Fortner*

Committee Charges specific to 2009/2010:

Course and Curriculum Committee

- Complete 205/208 M&N renumbering.