

# Meeting of the Department of Physics

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Friday, September 9, 2009 | 5310 Chamberlin Hall

## MINUTES

The meeting was called to order by Baha Balantekin, Department Associate Chair at 12:15 PM with 25 voting members present.

### Action Items Approved:

- Delegation of authority to the Chair for supplies and capital expenditures; to the Salary Committee for recommendations on salaries; and to full professors for recommendations on promotion to full professor.
- Emeritus request for Joe Sylvester.

### 1. Announcements

- *Fall Picnic*— Sunday September 13, 2009, 12:30-4:30 p.m. at Hoyt Park on Madison's near West side, 3902 Regent Street. Food will be served from 1:00 pm-2:30 pm. Beer, wine and soda will be provided. For more information or to R.S.V.P. with number of people attending please contact Mary Lou Herman ([herman@physics.wisc.edu](mailto:herman@physics.wisc.edu) or 262-6555).
- *NSF Audit of effort reporting*—If you are contacted, let Aimee Lefkow know immediately and she will contact the appropriate people.
- *Sabbatical leave requests*—Due to Karyn Matchey by Friday, September 14 (<http://www.ohr.wisc.edu/grants/facsabblyprog.html>).
- *Fall Research Competition*—Deadline is Friday, September 11. Applications at web site (<http://info.gradsch.wisc.edu/research/researchfunding/fc/announcement.html>).
- *Baldwin Proposal*— Proposal has been postponed until spring semester 2010. ([http://www.provost.wisc.edu/baldwin/pre\\_call.html](http://www.provost.wisc.edu/baldwin/pre_call.html)).
- *Research Service Grants*—Due in department September 18, 2009 (<http://www.ohr.wisc.edu/grants/researchservicegrants.html>).
- *Faculty Development Grants*—Due in department September 28, 2009 (<http://www.ohr.wisc.edu/grants/pdf/appforfacdevgrt.pdf>).

### 2. Delegations of Authority

- To the Chair for supplies and capital expenditures; To the Salary Committee for recommendations on salaries; and To full professors for recommendations on promotion to full professor  
This motion was passed by unanimous consent.

### 3. HVAC Update

- The air handlers on the roof will be replaced. There will be no ventilation or heat to parts of the building for six-weeks. After meeting with the HVAC contractors: There will be limited access to individual offices. Questions remain regarding access to individual office, the library during exam week, lecture/demo, and large lecture hall. Another meeting is scheduled for tomorrow.

### 4. Graduate Committee Update—Petriello

- Petriello proposed some changes for the graduate student handbook.
  - Criteria for Satisfactory Progress of a Graduate Student—It has been proposed that 2 new criteria be added.
    - Students must take at least one Physics course each semester. (possibly add until you pass qualifier)
    - Must complete core courses by fourth semester.
  - Changes to the PhD Committee requirements—The Dean's office allows visiting faculty and scientists to be the fifth member of the PhD oral exam committee. Physics would like to also allow the fifth member to be a scientist or visiting faculty member.

It was decided that more discussion is needed.

### 5. Furlough—Lawler

- Lawler presented a motion regarding UW employee furloughs. After a brief discussion, it was decided that any suggestions should be emailed to Jim and it will be brought up at another meeting.

**6. Emeritus Vote for Joe Sylvester**

- Jim Reardon read the proposed emeritus request letter for Joe Sylvester. Balantekin moved that the department submit it to the College. This motion was passed by unanimous consent.

**7. Library—Kresse**

- No cancelations planned.

**8. Qualifier**

- 55 students are signed up to take the qualifier exam this weekend.

The meeting was adjourned.