

Meeting of the Department of Physics

Friday, September 23, 2009 | 5310 Chamberlin Hall

MINUTES

The meeting was called to order by Baha Balantekin, Department Associate Chair at 12:15 PM with 16 voting members present.

Action Items Approved:

- Modification of the Ph.D. final oral committee (Add to Grad Student Handbook)
- Modification of the "Satisfactory Progress" definition (Add to Grad Student Handbook)

1. Announcements

- **Prospective student group visits**—Visits are scheduled for March 4-7 and March 25-28, 2010. Please mark the dates on your calendar. Please keep the Friday dates open to meet with prospectives, if at all possible. The reception for each visit will be on Friday evenings (March 5, March 26) at the Fluno Center (8th floor).
- **Faculty Development Grants** are due in department September 28, 2009 (<http://www.ohr.wisc.edu/grants/pdf/appforfacdevgrt.pdf>).
- **FIGS Proposals**—FIGS proposals are due to South Hall.
- **Request to Hire**—Physics request to South Hall was denied. We had requested to hire two experimentalists. There will be no search this year.

2. Qualifier Update

- There were 55 students who took the exam.
 - 48 incoming students. 28 passed (58%).
 - 5 second-year students. 3 passed.
 - 2 additional students failed—they each have one more attempt.

3. HVAC Update

- DSF and the contractor are still planning to erect barriers on all six floors at once for each phase. Appropriate signage will be on the barriers. Floor under construction the signage would indicate "restricted access - area is currently under construction". This is not intended to prohibit all access to areas behind the barrier - it will allow some intermittent access to areas as needed during that week of construction by people who normally occupy the spaces. The contractor should be notified when this access needs to happen to ensure the safety of the individuals entering the area. On all other floors, the signage on the barrier would indicate something like "limited access -construction will take place the week of ##/##/####". This is intended to limit access by the general public to the spaces on these floors. People who normally occupy these spaces and rooms where students gather would still be available. There may be some construction materials brought into and stored on the sides of the corridors in these areas, but no corridors will be blocked. There will be no public access for six-weeks. Each floor will have no access for one-week and have limited air for the entire six weeks. Classrooms may not be available for six weeks.

4. Graduate Committee Update—Petriello

- **Modification of the Ph.D. final oral committee**—Current policy from the grad school requires five members, with four being graduate faculty. The fifth member is allowed to be visiting faculty, scientist, etc and can serve as co-chair. At least one member must be from outside the student's major field (department). Our new policy: we allow the fifth member to be a person with rank of Associate Scientist or above either from Madison or visiting from another institution. Proposed official change to Final PhD Oral Committee policy to be included in the Grad Student Handbook: "The PhD final oral exam must consist of 5 members, with at least 4 being current graduate faculty members from the University of Wisconsin-Madison. The fifth member may be anyone possessing the rank of Associate Scientist or higher either from the University of Wisconsin-Madison or visiting from another institution. At least one of the five members must be from outside the major field." This motion was passed by unanimous consent. (Jane will check with Grad School)

- **Modification of the "Satisfactory Progress" definition**—A student is making satisfactory progress if, and only if, ...:
 - Completes all core courses by the end of the fourth semester, unless granted an extension by Chair.
This motion was passed by unanimous consent.
 - Enrolls in at least one physics course per semester until the preliminary exam is passed.
This motion was passed by unanimous consent.

To be added to the Grad Student Handbook.

5. Enrollment Updates—Johnson

- Enrollment was capped for Physics 103 and Physics 623.

The meeting was adjourned.