

Faculty Meeting Minutes
(Non-executive session)
December 6, 2016

Present: Bernard Deconinck (chair), Mark Kot, Nathan Kutz, Hong Qian, Randy LeVeque, Eric Shea-Brown, Tim Leung, Matt Lorig, KK Tung

Absent: Emo Todorov, Chris Bretherton (sabbatical), Anne Greenbaum, Eli Shlizerman (on-leave), Ulrich Hetmaniuk, Sasha Aravkin,

Others present: Brian de Silva (student GSR), Lauren Lederer (staff representative), Matt Austin (staff)

Proceedings:

- Meeting called to order by chair at 12:05pm.
- Bernard announced that the department will host another faculty/staff social next year on 5/5/17 at the faculty club. Further details to be announced.
- The SIAM UW Marathon is over, but the fundraising website will remain up through the end of the week. \$7,105 has been raised to support SIAM UW activities in the department. Bobby Baraldi finished 3rd place in the half marathon run.
- Loyce Adams provided a detailed overview of the admissions process from start to finish, including conducting reviews in MyGrad Program. She will email all faculty a guide and a reminder of what was discussed at the meeting. Note that faculty will begin receiving files to review once a sizeable number of files is ready. Faculty should hold off on ranking their files until all files have been assigned.
- Bernard informed that the graduate school recently changed TOEFL-iBT admissions score requirements. Previously the required score was 92 but now is 80, effective immediately. (This requirement is for admissions, and is separate requirement from the required speaking portion score of 26 for teaching assignments.) Discussion followed as to whether to require a higher departmental score. After considering admissions statistics that very few applicants were applying with scores below 92 anyway, it was decided to adhere to the graduate school's new requirements for now. If in the future, we find that the amount of applications with low scores has increased or becomes a significant problem, we might impose a departmental requirement. Bernard and Loyce reiterated that faculty should all be more aware of the requirement when reviewing application files, and that scores are part of a larger picture of reviewing an applicant.
- The faculty retreat on teaching and course issues will be held 1/26/17 at the Samuel E. Kelly Ethnic Cultural Center (ECC). Topics include curriculum and qualifying exam changes.
- Matt Austin and Bernard have explored replacing PCE with Everspring as the service provider for our online programs, after being approached by Everspring. However, Everspring's most recent offer matched the cost of PCE but with a reduction of services. Bernard will approach the college with the idea that the department could outfit a set space on campus with high-end technology for recording classes. We would be given

priority over use of the room(s), but others could use it as well. Another idea is for the department to fund renovation of the fourth floor of Lewis Hall. In all, there are currently three options concerning logistics for the online program: remain with PCE; switch to Everspring; or, propose a plan at the college level. All agreed that out of those options, approaching the college would be best.

- Bernard provided some notes about his stay at ICERM during March-April 2017: Upcoming faculty meetings prior to his leave: 1/10, 2/7, 2/21. Bernard will be present for PhD student recruitment.
- Randy has agreed to act as interim chair during Bernard's Sabbatical, during Autumn and Winter of next AY. This still has to be approved by the college.
- There was a brief discussion about further reductions in teaching load for future departmental chairs, but it was agreed to table the discussion until the faculty retreat in January.