

2/19/2021

Physics DEI Committee: Meeting Minutes

Agenda: Discussion Topics

- 1) Introduction - All **(5 mins)**
 - 2) Approve previous minutes ([2/05](#)) - All **(5 mins)**
 - 3) Announcements & Matters Arising **(5-10 mins)**
 - a) Subcommittee updates for future meetings: Outreach, Representation, Teaching, and Research
 - b) Group feedback for subcommittee projects
 - 4) Breakout sessions (All) **(40-45 mins)**
 - a) Request: [develop suggestions for website](#) during breakout sessions
 - b) Request: select [CRLT workshops](#) for Fall 2021
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Meeting Minutes

Attendance

Present: Jennifer Ogilvie (chair), Rachel Owen (DEI GSSA), Vanessa Sih, Leo Pando Zayas, Roy Clarke, Ana Austin, Johnathon Jordan, Kevin Zvonarek, Monique Wheeler, Emily Crabtree, Liam Blanchard, Nora Sherman, Emery Trott, Nathaniel Wetter, Alec Tewsley-Booth, Chris Meiners, Ashlee Wolff, Laura Zichi

Absent: David Gerdes, Cagliyan Kurdak, Anwesha Saha, Marina David, Shailaja Humane, Yin Min Goh, Bing Zhou, Karen O'Donovan

Summary of Minutes

- Introductions
- Previous minutes approved with no changes
- Announcements, Feedback, and Matters Arising
 - Request that Outreach Subcommittee give a brief update next meeting
 - Will send out RSVPs for CRLT workshop after event description is given
 - Still working with Astronomy to set of departmental screening of Picture a Scientist

- Website has been updated and looking for recommendations from the various subcommittees
- List of conferences from Midhat Farooq at APS that the DEI Committee should look into hosting a recruitment booth
- Subcommittee breakout sessions, see notes below

Subcommittee Notes

Outreach Subcommittee: Breakout Session

Link to Notes:

https://docs.google.com/document/d/1W0ukqD8I-3nLG_jlmkFLUuvx9fGA-Q32Sb3yyJYR1J4/edit?usp=sharing

Research Subcommittee: Breakout Session

Link to Notes:

<https://docs.google.com/document/d/1EgVvQfyXEgmjj26MZOXU9YNlj43zHK8io1em4SLxWCA/edit?usp=sharing>

Summary of discussion for 2/19/2021:

- Report on other physics programs qualifying/preliminary exam structure next meeting
- Discussion regarding thesis committee involvement between preliminary exam and thesis defense:
 - In the ADVANCE survey, students wanted more advice and input from faculty
 - Concern of faculty bandwidth and willingness to participate in thesis committees if involvement is too high
 - Work on developing meaningful improvements to the annual progress report that is both respectful of faculty time and meets students' needs
 - Discuss topic at a faculty meeting once more information is available
- Discussion regarding annual progress report:
 - Add more key topics from MORE mentoring plan
 - Consider adding a section where both the advisor and student decide whether they need an additional meeting with a thesis committee member the following year. Can design that meeting to meet the requirements of the faculty member and student.
 - Adding question if a meeting with a thesis committee member is required will give SSO more data on student progress

- Trial period of department funded undergraduate research opportunities.
 - Total of \$25k in grant money to support undergraduate summer research
 - Expect to support around 6 students total
 - Working closely with Tom Schwartz to develop trial run
 - Plan to couple this with a \$6000 grant from the Dean's office that sponsors an undergraduate's research project (including lab costs)
 - Consider adding incentive for faculty to take on undergraduate student, e.g. add to discretionary fund account like they do when a faculty member takes on a graduate student
 - Current UROP or REU program main path for research opportunities, but requires faculty to write a proposal with no opportunity for the undergraduate student or a graduate student/postdoc to be involved
 - At UC-Berkeley (SMART program), system where undergraduate wrote a proposal together with a graduate student for a summer grant and at the end of the program, the undergraduate student would have the opportunity to present their project at a poster session
 - Recommendations on how to address issues with faculty bandwidth:
 - i) Have graduate students and post-docs more involved, e.g. have them help develop a grant proposal with an undergrad

Teaching Subcommittee: Breakout Session

Link to Notes:

https://docs.google.com/document/d/1Bfw6iGcOjcS6wU-AWCYswU_tCXUoJ8jdbhDCrQQvIv4/edit?usp=sharing

Representation Subcommittee

Link to Notes:

https://docs.google.com/document/d/1b1GJy5so8pERMSO9YFQTZGx-oGcKF_vo_WQzUQUFrwk/edit?usp=sharing