

3/19/2021

Physics DEI Committee: Meeting Minutes

Agenda: Discussion Topics

- 1) Introduction - All **(5 mins)**
 - 2) Approve previous minutes ([3/05](#)) - All **(5 mins)**
 - 3) Announcements & Matters Arising **(10-15 mins)**
 - a) [RSVPs](#) for CRLT Workshop: 3/24/21 3:30-5 pm
 - b) MORE Workshop for Fall Semester
 - c) Demographics on website ([current statement](#)) - Rachel
 - d) Possible end-of-semester film screening opportunities - Jennifer
 - i) "Picture a Scientist": [LSA Event; Description](#)
 - ii) In collaboration with EARTH DEI Committee: "[Can we talk? Difficult conversations with underrepresented people of color: sense of belongs and obstacles to STEM fields](#)"
 - 4) Update from Representation Subcommittee **(10-15 mins)**
 - 5) Breakout sessions (All) **(20-30 mins)**
-

Meeting Minutes

Attendance

Present: Jennifer Ogilvie (chair), Rachel Owen (DEI GSSA), Vanessa Sih, Leo Pando Zayas, Cagliyan Kurdak, Roy Clarke, Ana Austin, Johnathon Jordan, Kevin Zvonarek, Monique Wheeler, Emily Crabtree, Liam Blanchard, Nora Sherman, Emery Trott, Nathaniel Wetter, Ashlee Wolff, Shailaja Humane, Yin Min Goh

Absent: Alec Tewsley-Booth, David Gerdes, Marina David, Bing Zhou, Karen O'Donovan, Chris Meiners, Laura Zichi, Anwasha Saha

Meeting Minutes

- Introductions
- Previous minutes approved
- Announcements, Feedback, and Matters Arising
 - CRLT Workshop

- i) Organizers unprepared for undergraduates to attend, requested that they do a separate session for the undergraduates who signed up
 - ii) Will reach out to undergraduates who RSVP'd for the workshop and send out an announcement with the new guidelines
 - MORE Workshop in Fall
 - i) General favor in holding MORE workshop in Fall semester
 - ii) Need to schedule ASAP: MORE requires 6-12 months in advance and the faculty meeting schedule is determined in April and May
 - iii) November and December are ideal months for the MORE workshop
 - Demographics statement on website
 - i) Wording suggestions presented during meeting
 - ii) [New draft](#) will be posted later today and will be available for additional comments until end of next week
 - Picture a Scientist
 - i) LSA proceeding without a facilitator
 - ii) Decided to focus on helping with film screening with the EARTH DEI Committee in place of Picture a Scientist since there are any school-wide sessions available
 - iii) In future, recommendation to reach out to the School of Social Work for a facilitator
 - Collaboration with EARTH DEI Committee
 - i) Representatives from the EARTH DEI Committee asked if the Physics DEI Committee would be interested in co-hosting a screening of "[Can we talk? Difficult conversations with underrepresented people of color: sense of belongs and obstacles to STEM fields](#)"
 - ii) General favor in collaborating with organizers
 - iii) Will follow up after the meeting
- Representation Subcommittee Updates
 - Exit Surveys
 - i) Recently completed exit surveys for graduating undergraduates and graduate students for the end of Winter term
 - Wellness Surveys
 - i) Created wellness survey for SSO that was distributed at beginning of Winter semester
 - Assisting Research Subcommittee in updating Annual Progress Reports
 - Collaboration with Astronomy and other DEI Committees
 - i) Form coalition with DEI Committees from other departments at U-M

- 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>

- Report on peer institution qualifying and preliminary exam models
- Discussion on ways to improve preliminary exam
 - Astronomy: Department chair sits in on exam
 - Chemistry: Division chair sits in on exam
- Discussion on ways to improve progress reports
 - Astronomy Dept: Annual progress reports with entire thesis committee; advisor is sent out of the room and committee members speak with student; student is sent out of the room and th committee members speak with the advisor; rejoin for end discussion
 - Trigger follow-up with thesis committee member (or members) based on progress report or if a student has an early preliminary exam
- Other improvements to system
 - Have a pre-defense meeting with the thesis committee in year four or ~1-2 years before the expected defense date
- Plan to move forward
 - End of semester goal: change progress reports as this is not controversial and under SSO and the Associate Chair's purview
 - Propose idea of pre-defense meeting with Graduate Curriculum Committee next year

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

- Undergraduate and graduate exit surveys are complete & sent to Ashlee