

12/16/2020

Physics DEI Committee Meeting Minutes

Agenda: Discussion Topics

- 1) Introduction - All **(5 mins)**
 - 2) Approve previous minutes ([12/02](#)) - All **(5 mins)**
 - 3) Announcements & Feedback **(15 mins)**
 - a) Julie Posselt is colloquium speaker on 1/27/20 (Jennifer)
 - b) Feedback on desired workshops for the next academic year (All)
 - c) Feedback on website [Vision Statement](#) (All)
 - 4) Feedback from student conferences (Rachel) **(5-10 mins)**
 - 5) Subcommittee Breakout Sessions (All) **(25-30 mins)**
 - a) Develop short descriptions of projects that are not being undertaken by a DEI student assistant (see Action Item list on next page)
 - b) Continue previous discussions
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Meeting Minutes

Attendance

DEI Committee Meeting Minutes

- Introductions
- Previous minutes approved with no changes
- Announcements & Feedback (JO):

- Colloquium Speaker:
 - i) Julie Posselt speaking during department colloquium on 1/27/21
 - ii) Requested feedback on meetings with Julie Posselt outside of the colloquium (see details in discussion section)
 - iii) DEI Committee interested in holding meeting a meeting with Julie Posselt and the DEI Committee after the colloquium
 - iv) Advertise the meeting as open-form. Recommended that people could submit questions beforehand.
- Winter term Workshops:
 - i) Proceed with trying to schedule inclusive teaching workshop in winter semester
 - ii) Announcement about ADVANCE workshop that focuses on research group management practices: The Art of Leading a Research Group* . Taking place 1/29/21 from 9:30 - 12:00 pm. Panelists include a member from the physics department.
- Tabled discussion about vision statement to next meeting due to announcement issues.
- Announced that they are trying to get members of the department to record how to pronounce their names to post on the website. Seeking feedback on how to encourage people to do so.
 - Includes faculty, postdocs, grad students
 - Previously attempted through mass email, repeat
 - Have department or committee chair mention it in faculty meeting
 - Announce during a physics colloquium
 - Include example in the mass email
 - Link easy-to-use website on how to record
- Student conferences report (See full report below)

Discussion: Meeting with Julie Posselt

Suggested Julie Posselt could do a meeting with the DEI Committee as a whole after the colloquium. Asked the best way to do this and if people thought individual meetings would be better.

Suggested Julie Posselt could do one-on-one meetings with department members who requested it.

Favored the idea of the entire DEI Committee spending some time speaking with her. Suggested we tell her about the stuff we are planning on doing and see if she has any feedback to offer.

Asked if the meeting should take place before or after the colloquium. Afterwards was favored by members.

Requested that the meeting be open-format like all the DEI Committee meetings. Expressed some concern about the talk specifically talking about members of the Applied Physics program as there are excerpts in her book. Worried it might be slightly uncomfortable for current members who are in the position of their predecessors that Posselt mentions.

Mentioned that new staff is relatively new and started during the pandemic, so they should not feel pressured by anything Dr. Posselt mentions as this is not a fair comparison.

Expressed that Posselt is unlikely to talk about specifics of the Applied Physics program. She will likely focus on matters at the national level.

Recommended that members could submit questions prior to the meeting.

Discussion: Future Workshops

Explained that CRLT was unable to host a workshop this semester due to availability issues. Asked if we should request the inclusive teaching workshop in Winter Semester or try to work on one from another subcommittee group.

Announced a workshop being offered through ADVANCE on research group management practices:

The Art of Leading a Research Group* – Friday, January 29, 9:30 am -12:00 pm

Great Lakes Central, Palmer Commons

(open to all faculty campus-wide)

Host: Fiona Lee, LSA Associate Dean for DEI and Professional Development

Moderator: Robert Kennedy, Chair, Department of Chemistry

Panelists: Sandra Levitsky (Sociology), Sarah Veatch (Biophysics/Physics) and L. Monique Ward (Psychology)

Committee seemed in favor of still trying to schedule something with CRLT.

Expressed that we should also consider trying to set up a workshop for Fall semester of next year since many of the organizations on campus get booked fairly far in advance.

Discussion: Student Conferences

Summary for Student Conferences:

- 2 oSTEM (1 undergrad, 1 grad student)
- 3 SACNAS (1 grad, 2 undergrad)
- 2 NSBP (2 grad students)
- All in online format this year
- Low response rate for feedback survey possible due to end of semester constraints
- If I were to do it again, I would've sent the survey the last day of the conference or the day after each conference ended to the respective students instead of waiting for all of them to end
- One grad student from oSTEM and one grad student from NSBP (me) responded to survey

Feedback:

- Good reimbursement procedure where funds were submitted to the student's account before the beginning of the conference
- In preparing for the conference, though this should probably be handled by Rackham, the Physics Department should consider having a booth at oSTEM
- Inspiring to see successful LGBT+ individuals in STEM

- Inspiring to see and hear from successful Black Physicists
 - The oSTEM conference provided a wide range of career advice and professional development opportunities
 - oSTEM: useful talks on science advocacy and how to get involved and how to balance it with your career
 - NSBP provided sessions that provided recommendations to department leaders which was useful
 - NSBP also provided small research sessions in various areas of physics. This seemed like a great opportunity for younger students as the size of the group reduces the barrier for participation. They also explicitly made a point to make sure students had a chance to speak/ask questions
 - Grad student Expo at NSBP was a little difficult to engage with students since it used a messaging system. (Session I was at had an AMO postdoc at Berkeley who seemed interested in the presidential fellowship program, but no students. See if Leo or anyone else has anything to add)
 - Recommendations for departments:
 - Get rid of GRE, one reason being it is historically linked to eugenics
 - Pres of SPS at AIP recommended professors explicitly state to freshman/sophomores what classes they take later on and how the fundamentals are crucial to being able to understand these more advanced courses. Also recommended to include skills in syllabus that students can copy to their resume if they so choose
 - Announced APS EP3 program coming out in January and briefly outlined that the program will teach effective practices that will lead departments to long term financial success as well as create more equitable and inclusive practices for students
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Subcommittee Updates

Outreach Subcommittee: Breakout Session

- Local school outreach
 - Jalen Rose Leadership Academy
 - Scarlett Middle School and Ypsilanti High School?
 - Physics 106 model of sending materials to the students and teaching online
 - Funding questions about getting/sending materials
 - Coordinate with SPS and SWiP
 - Need volunteer speakers/teachers

- Improving department involvement in DEI
 - How/what can we make mandatory?

Research Subcommittee: Breakout Session

Link to Notes:

<https://docs.google.com/document/d/1EgVvQfyXEgmj26MZOXU9YNlj43zHK8io1em4SLxWCA/edit?usp=sharing>

1. The committee agreed that the MORE mentoring contracts should be incorporated into the annual report process (rather than required as a stand-alone document). Several questions have been added already. We also agreed it could be a good idea to require a prelim committee member to co-sign, with the understanding that department chair would set expectations for faculty (that they read the report and use it as an opportunity to mentor, catch any problems early, and provide another set of eyes on student progress). Graduate chair will discuss this with the graduate curriculum committee.
2. The group discussed enhancing the SSO's undergraduate research fair (suspended last year but hopefully to be resumed next year) in order to a) more clearly explain to undergraduates how to effectively reach out to/get involved with lab groups and b) ensure that faculty are transparent about what they may be looking for in an undergraduate research assistant.

Teaching Subcommittee: Breakout Session

Representation Subcommittee

SURVEY PROGRAM:

- Subcommittee had previously discussed whether the Rackham survey would give us the info we want
 - Probably not
 - Really want to design our own survey
 - ADVANCE could help us design our survey
 - Emily Crabtree can help with implementing survey in qualtrics
- Data handling:
 - How to keep anonymous
 - Who gets the data - it would be great to have a 3rd party aggregate results or something. This will need to be made clear to anyone taking the survey
- How often to do survey

- Include as part of annual reviews?
- More frequent than just an exit survey?
 - Good to get info to help people *before* they leave
 - But also makes harder in terms of anonymity / being frank without concerns of repercussions. Just not collecting email doesn't ensure anonymity if we're collecting a lot of demographic information.
- **TO DO:**
 - Define list of goals (what info we want to get out of survey)
 - Reach out to ADVANCE
 - Reach out again with more specific goals