Minutes of the meeting of the
Department of Physics
19 October, 2001

The meeting was called to order at 12:20 p.m. in 4274 Chamberlin Hall

Announcements

1. The college is preparing a report on the need for child care facilities on campus. The Chair will be circulating a request for information.

2. The Department has been requested by the Campus Police to update its Emergency Action Plan. In particular, they have requested that a person be designated as the contact person for the Department and another as a Deputy. The sense of the Department is that the Chair serve as the contact person and that Ed Slotten serve as his Deputy.

Reports

1. Professor Bruch reported concerning the recent qualifier. The work of the committee during the last exam fell on a very few. In order to assure an exam of consistent quality, fairly administered, more faculty must be involved. In the discussion that followed several relevant suggestions were made:
   • Questions should be solicited once per year (asking for three) so that the exam could be drawn from a large pool of questions.
   • Grading of a question should be done by someone other than the individual submitting it.
   • The topics should be further restricted to those more characteristic of programs other than at Wisconsin.

2. Professor David Huber reported on the progress concerning the renovation of the building. No new changes were reported. The Project is still to begin in January 2002, and to be completed by summer 2004. Plans are underway to relocated or store the equipment, etc. now located in the spaces to be demolished. The 35% plans are available in the Chair’s office for perusal.

Actions

3. It was moved and seconded that the Council be composed, elected and charged as described in the attachment. In the discussion that followed two additional points were made:
   • There is no bar to re-election.
   • Should an alternate become necessary by the prolonged absence of a Council member, a replacement would be appointed by the Chair with the advice of the remaining Council members and endorsed by the Department as a whole.
The motion was approved by unanimous vote.

Submitted by D. Reeder
THE PHYSICS COUNCIL

Composition:
The Physics Council is composed of the Chair and four faculty members elected to serve two year terms. The terms are staggered such that two are elected annually. Three candidates are slated by the Nominating Committee and additional nominations can be made by any faculty member. The elections are at large with all faculty having two votes. The nominees are selected to reflect the broad and diverse interests of the Department but they do not represent a constituency within the Department. The Council, as does the Chair, views all issues from a Department-wide perspective. The Council will be joined on an ad hoc basis by those staff members or Committee chairs who have special expertise or knowledge of the issues under consideration.

Purpose and powers:
The Physics Council is to advise the Chair on policy matters and to act as the Planning Committee of the Department. It is to meet twice each month and otherwise as necessary. The agenda is normally to be prepared by the Chair, but Council members are empowered and encouraged to place any item on the agenda. The Council can place motions or recommendations on the agenda of the Department meeting. It reviews the recommendations of the standing Committees prior to these recommendations being put before the Department. However, it may only comment, not override the recommendations. As the Planning Committee, the Council is charged with evaluating the state of the Department and the success of the current near term plan. Among its responsibilities are: to identify possible directions of deepening and broadening the research effort; to envision the Department as it might be five or more years hence, and to propose a plan to make the vision reality. It should report to the Department annually on the “State of the Physics Department” in which it presents its conclusions and proposed future actions. More specifically, it is responsible to recommend to the Department the hiring request made annually to the Dean.