## 2015-2016 Committees

<table>
<thead>
<tr>
<th>Committee</th>
<th>Charge</th>
<th>Member</th>
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<tbody>
<tr>
<td>ABC</td>
<td>provide advice to the Dept Chair on a range of departmental matters and issues, serve as a conduit of information to/from their constituencies, assist chair in formulating strategic plan, review current departmental policies and practices that bear on budget and resources</td>
<td>Diamond, Fuller, Grinstein (chair), Maple, Murphy, Vergassola, Yagil, Andrews (staff)</td>
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<tr>
<td>Awards</td>
<td>update/maintain database (spreadsheet) of prizes in physics to bring to the attention of the faculty, update/maintain aggregate information on prize nominations and awarded, identify potential nominees, evaluate likelihood of success; draw strategy and timeline for nominations.</td>
<td>Branson, DiVentra (chair), Dubin, Keating, Kleinfeld, Sinha</td>
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<td>Colloquium</td>
<td>assess current venue, frequency, and advertising methods; make changes as deemed appropriate, offer a variety (good mix) of topics during the year, investigate methods for boosting attendance and for increasing interaction between speakers and members of the department at all levels with emphasis on students and postdocs</td>
<td>Barreiro, Jun, Keating (chair), Kuti, Palacci, Rappel, Wright, Wuerthwein, Grad – TBN</td>
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<tr>
<td>Computing</td>
<td>review and suggest changes to the Physics Department computing environment, disseminate information to the faculty and communicate faculty needs back to computing staff</td>
<td>Fuller, Kuti, Vergassola, Wuerthwein (chair)</td>
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<tr>
<td>Departmental Exam</td>
<td>prepare departmental exams for Spring and Fall quarters: includes preparing solutions and properly verifying all questions and solutions</td>
<td>Abarbanel, Arovas, Butov (chair – Spring), Diamond, Di Ventra, Fogler, Intriligator, McGreevy (chair – Fall), Murphy, Ford (staff)</td>
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| Development                       | - locate and cultivate potential donors (companies and/or individuals) who might support one or more of our lab classes  
- identify faculty who are willing to reach out to and cultivate current and/or potential donors through activities  
- work with web site committee to ensure departmental web pages address development needs                                                                 | Basov  
Grinstein (ex)  
Intriligator  
Schuller (chair)  
Andrews (staff) |
| Education Policy                  | - work with Vice Chair to address issues regarding enrollment in Physics major  
- evaluate use of technology in classroom; consider subcommittee focused on technological aspects  
- evaluate need for new general science specialization/major; consider subcommittee to develop this  
- assess effectiveness of curriculum; for example:  
- evaluate, discuss, and propose effective ways of assessing teaching performance (in consultation with Teaching Evaluation Committee) | Anderson  
Arovas  
Collins  
Dudko  
Fogler  
Maple  
Murphy (chair)  
Sandstrom  
Sharma  
McConney (staff)  
Grad - TBN |
| Grad Advising & Student Life      | - propose methods for assessing and reporting on student  
- performance and progress to degree  
- work with the Outreach/Diversity committee to develop strategies to increase the probability of success of underrepresented/marginalized students  
- promptly bring to the attention of the Vice Chair any student you feel is having serious trouble with the program | Burgasser  
Di Ventra  
Hwa  
Keres (chair)  
Wu  
Wuerthwein  
Ford (staff)  
Grad – TBN |
| Outreach/Diversity               | - work with Search Committee chairs to understand the best way(s) for the search committee to identify applicants that add to the diversity of the pool and to encourage them to apply  
- work with Graduate Admissions Committee  
- organize summer outreach activities with visiting groups and help advertise outreach opportunities; identify funding for, and planning for the sustainability of these activities | Burgasser (chair)  
Coil  
Collins  
Palacci  
Sandstrom  
Grad – TBN |
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| Recruitment & Grad Admissions | - meet early in the academic year to plan and to address graduate student admission issues  
- discuss how to improve methods for anticipating demand, and to match offer to demand  
- assess and implement new methods for successful recruitment of top candidates | Averitt  
Barreiro  
Dubin  
Dudko (chair)  
Groisman  
Konopacky  
McGreevy  
Ni  
Wright  
Wu  
Poddar (staff) |
| Space                   | - review current space assignments and utilization  
- recommend reassignments of space as appropriate  
- respond to requests for space assignments  
- create a comprehensive space utilization plan | Basov  
Intriligator  
Keres  
Shpyrko  
Smith  
Yagil (chair)  
Andrews (staff) |
| Teaching Evaluations    | - attend class session  
- provide a written report to the Student Affairs staff no later than 1 week after the date of the session | Dubin  
Hirsch  
Maple  
Murphy (chair)  
Paar  
Sharma  
Smith  
Tytler |
| UG Advisors             | - hold regular office hours for undergraduate advising  
- participate in at least 3 undergraduate-related activities per year: e.g., Triton Day, Admit Day, YPP, graduation, etc. | Anderson  
Kleinfeld  
Konopacky  
Paar  
Surko |
| Web Site                | - will work on ensuring the departmental website as the public face of the department has proper content and presentation, and more generally will focus on “marketing” the department rather than being restricted to a website | Averitt  
Dudko  
Groisman  
Jun (chair)  
Ni |
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<td>Rules and Policies</td>
<td>- review current departmental policies and practices and recommend changes or reaffirmation; propose new departmental policies and practices as appropriate</td>
<td>Arovas (chair)</td>
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<td></td>
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<td>Andrews (staff)</td>
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<td>Grohman (staff)</td>
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<td>Associate-Ins</td>
<td>- issue: need proper training for Associate-Ins hired to teach during the summer; some have gotten good preparation through CTD, but others are not and are floundering</td>
<td>Anderson (chair)</td>
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<td></td>
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<td>Murphy</td>
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<td>Sharma</td>
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<td>Rankings</td>
<td>- comprehensive gathering of data on rankings of Physics Department, over time through present day</td>
<td>Branson</td>
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<tr>
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<td>- evaluation of collected data</td>
<td>Diamond</td>
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<td>- recommendations for improvement as appropriate</td>
<td>Hirsch</td>
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Updated 9/23/15