

**Department of Atmospheric Sciences
Faculty Meeting Agenda
Winter Quarter 2023
February 14, 2023
2:30-4:00 PM
ATG 610**

Faculty:

Alexandra Anderson-Frey, Abby Swann, ~~Becky Alexander~~,
Cecilia Bitz, Cliff Mass, Daehyun Kim, Dargan Frierson,
David Battisti, Greg Hakim, ~~Lyatt Jaegle~~, Kyle Armour,
Kathleen Huybers, Qiang Fu, Robert Wood, Shuyi Chen, Joel
Thornton, Alex Turner, ~~Dale Durrán~~

Research Faculty:

Ed Blanchard, ~~Lynn A. McMurdie~~, ~~Peter Blossey~~,
Roger Marchand

Graduate Student Representatives

Amy Liu

Staff:

Shana Ava, Dennis Cannuelle, Elin Martin, Jennifer Siembor, Daniel
Wang, David Warren

1. Call to Order & Meeting Minutes

- a. Joel: Meeting Minutes are a different format than we are used to. Motion to accept the meeting minutes?
- b. Everyone: All in favor

2. Announcements & Introductions

- a. Joel: Any announcements or introductions? (none)

3. Updates

- a. Diversity Committee Report (Daehyun Kim)
 - i. Daehyun: no DEI updates
- b. Undergrad Report (Lyatt Jaegle and Jennifer Siembor)
 - i. Jennifer: ATMS undergrad scholarship apps due March 1st, students notified but no one has applied. Please tell students to apply.
- c. Grad program (Jennifer Siembor and Rob Wood)
 - i. Rob W: Recruitment is happening. 16 recruits are visiting for an in person visit day, and others will come to virtual visit, working on planning for that. Lunch & dinner for grad students, breakfast on Saturday (24 spots), may

have to limit faculty attendance.

Update (24 offers out for 17 spots.)

- ii. Non-thesis masters can graduate starting in Winter quarter (this quarter), setting up cohort meeting with students to receive feedback (march 6-10)
 - iii. Postdoc (Joe Finlon-out) – no report, Joel: Looking for volunteers for post-doc, but none so far. Will make sure that the importance of that is communicated
- d. Graduate students (Nathan Cresswell-Clay, Amy Liu)**
- i. Amy Liu: No Updates
- e. Facilities (Dennis Canuelle)**
- i. Dennis: Electrical Shutdown Tuesday morning, recommend shutting down computers. Ventilation/air equipment shut off on this Thursday until next Friday so it might be chilly.
- f. Computing (David Warren)**
- i. David: Almost burned the building down with 7th floor computers, burned out a circuit. If you smell smoke, believe it and let us know. Reminder to not send requests to support @ ATMOS if network is not working, send help requests directly to David
 - ii. Rob: any countermeasures for future fires? Discussion about circuit breaker ages and doing an audit
 - iii. David: no action from the electricians end aside from replacing circuits
- g. Office (Shana Ava)**
- i. Shana: Happy Valentine's Day. We are still short staffed, two are out long term and Jose is out this and last week. We have 5 part time student assistants helping with different tasks, hopefully we will have them until the end of Spring quarter. Have cross-training for all of them and in the process of creating an office manual for future trainees. Undergoing financial and administrative transformation but going well otherwise. Thank you all for the support
 - ii. Rob: What are the financial changes?
 - iii. Shana: a lot of departments are going through temporary hiring or layoffs depending on needs, so we don't have a very definite plan. UW-wide financial transformation. We have to go through shared services (requirement by college of shared services) and we are required to use them.
 - iv. Roj: What's our path forward?
 - v. Joel: it is unclear at this point, they just rolled out the first trial shared services steps (eFast).
 - vi. Shana: there is a meeting tomorrow to discuss our needs and we will be reporting back
 - vii. Joel: We are stretched thin at the moment. We have a path forward but it will not be acted upon very quickly. Staffing is definitely a big discussion

- between Shana and I but there are things we can't control.
- viii. Shana: part of the solution is in the agenda, you will see solutions coming
- ix. Alex T: When are the staff coming back?
- x. Shana: We aren't allowed to share this info.

h. Grants Team (Elin Martin)

- i. Elin: Good news: 5 NASA finalist fellowship proposals that were submitted. Based on institutional projections, the dean's office has recommended a 4% minimum salary increase going forward. I have updated the projected budget to 5% if budget allows, but the bare minimum is 4%. NSW is going to require the use of signed CV. I will include links in the meeting minutes but the PDF many people are using will not be available anymore. Highly recommend we move to a signed CV. Preparation for UW Fiscal Transformation is underway, we will see more action from the university and colleges. Will hit us in June and July, so please start planning summer efforts and have a solid plan before May.
- ii. Joel: it is not recommended 5% for faculty, 2% for faculty salaries for merit and then 2% in a general unit adjustment is what I am hearing, 5% is for staff and students.
- iii.
- iv. Joel: If you get a request for your summer plan, please respond so we can update it. Let us know ASAP.

i. College Council (Qiang Fu/Joel)

- i. Qiang: So far finished all promotion/tenure cases ... Council is working on revising college promotion guidelines including guidelines about external letters. Reporting on research grant funding numbers. 2 reports will have mismatching information. Please pay attention to the college promotion letter for next year.
- ii. Joe: Typically, what are the conflicts of interest so we can avoid them?
- iii. Qiang: Co-authorship and CoPI together on the same grants ...
- iv. Joel: For those faculty on mentoring committees, it's important to think about external recommendation letters and reporting.
- v. Qiang: at least 3 letters required for ... without conflict of interest

j. Faculty Senate (Alex Turner)

- i. Alex: We've been working on grievance and agreements legislation. President Cauce reported there's a fatal flaw so it might get canned. I sent a letter around.

4. Old Business

a. Travel arrangements

- i. Joel: In the past, we have had a travel agency that we used for faculty to arrange travel. Don't know what happened to that, but we are working on developing an agreement with a travel agency that Jose is using. Faculty will arrange their travels with CB Travel Agency soon. You can give them your own credit card and set up an account with them, similar to what we

- did in the past. Still have to follow the rules regarding authorization.
- ii. Rob: We were told not to use travel agency, so can we use travel agency now?
 - iii. Shana: We are in the process of evaluating 4 different agencies, but right now the best one we found is CB, it's going to be very straightforward. You have the option to use your credit card or CTA. Saves a lot of headaches.
 - iv. Dennis Hartmann: Can Jose help with arrangements for visitors coming soon?
 - v. Joel: Use Travel Agency, we will have something in place by the end of the week. I recommend using CB travel for anything in the spring quarter. Students will be able to use it as well for travel on University business.
 - vi. Qiang: Can I arrange travel by myself?
 - vii. Joel: Yes, but if you do not follow all the rules you won't be reimbursed
 - viii. Elin: You can't use CTA for lodging unless there's 5 or more people. Tell students to use CTA together so they don't have to pay individually.

b. Salary Committee / Policy

- i. Joel: We have a salary committee (Dale Durran, Lyatt Jaegle, Dennis Hartman, and Joel as chair). I will send around a ballot so faculty is delegating decisions about salary changes to this committee.
- ii. Cliff: How long has people been on this committee, I think its time to rotate the people on it
- iii. Joel: yes it is time to change the members

5. New Business

a. GSDVL and Fleagle Lecture

- i. Joel: graduate students have chosen distinguished lecturer Adam Sobol. May 9th-12th is when he will be coming. The Lecture Committee has confirmed May 25th for speaker Myles Alan (from Oxford), Battisti has been handling communications. I stressed the importance of coming to the public speakers for both students and faculty, show up to their lectures please. I am a little concerned about having these both in the same quarter, budgets allow for lectures every other year, I'm considering moving one of these to the Fall. Graduate student organizers made a comment about incoming students having trouble if it takes place in the Fall.
- ii. ???: 25th is right before Memorial Day Weekend so it doesn't help with turnout
- iii. Joel: These lectures are the way we present ourselves to the public.
- iv. David: Do you plan on recording and putting these up on the website? We will need to subtitle them if we do.
- v. Joel: We can record via Zoom which has a CC function

b. College Updates (Assoc Dean for DEI and College Seed Grants)

- i. Joel: Feb 27-Mar 3, associate dean for DEI is trying to line up interviews

on these dates. Asked for your attendance and input. College Seed Grants - discussion about facilitating cross college communication. Few different mechanisms proposed, all up in the air including amounts of money. If you have any thoughts or are interested, let me know.

- c. Faculty Senator Ballot
 - i. Joel: Yesterday, I was informed that we need to nominate a candidate for faculty senator. Alex's tenure is ending so we need to vote on a nominee which will be one of five representatives across the college. Cecilia Bitz has volunteered for this position so I will create a ballot including a write-in option. We need names by March 4th. Any Questions? (2 year term starting September)
 - d. Delegation of Hiring Authority
 - i. Joel: A ballot will be sent around to continue the delegation of hiring authority to allow the chair to hire temporary lecturers as needed....
 - e. Husky Giving Day
 - i. Joel: HGD is April 6th. University wide campaign for obtaining donations. Each department will have a webpage as part of the HGD process and it will have a link to a fund that we can ask donors to give to. We have to present something, I will draft something and send it around for input. If a student or two want to be involved, we can also get their input. You can contribute by broadcasting HGD with a link to our specific page on your social media. We raised \$900 last year, let's have a goal of \$2500.
 - ii. Cliff?: Who gets the money
 - iii. Joel: it goes right to us
- 6. Adjourn to Executive Session**
- a. Joel: Final comments? (none)

Next meeting: March 14th, 2023