

Hydrologic Sciences Faculty Committee Meeting Minutes
1/27/09 1PM – 2:30 PM
570 Weil Hall

Meeting was called to order by Rafael Muñoz-Carpena, HSFC Chair, at approximately 1:00 PM. Committee members in attendance were: Rafael Muñoz-Carpena , Greg Kiker, Jim Jawitz, Matt Cohen, Laila Racevskis, Jean-Claude Bonzongo and Wendy Graham.

1. Discussion and approval of revised by-laws. Jim Jawitz asked for an explanation of the major revisions in the by-laws. Rafa Muñoz-Carpena listed the revisions as: the HSAC was officially affiliated with the Water Institute, an electronic voting option was added, Masters Course work only option was added, quorum definition was changed, revised by-laws adoption language, some legacy language revisions.

Discussion included suggestion of removing the requirement for an affiliated faculty member's chair to approve their participation in the cluster (approved) , student member participation on HSFC (agreed it was important and should be retained) , the annual report outlined in the by-laws (agreed it could be removed), posting of minutes on website (agreed it should be added), HSFC meetings should be held at least twice a year (approved), HSFC quorum defined as at least one-half of members including WI director and student member.

A motion to approve circulation of the revised by-laws to HSAC faculty for an electronic vote via survey monkey was approved unanimously.

2. Review of applications of new faculty members: 10 applications were reviewed.

A motion by the Chair to approve the following applications was approved by all:

Tatiana Borisova	APPROVED
Treavor Boyer	APPROVED
H. Carl Fitz	APPROVED
Bin Gao	APPROVED
Jim Jones	APPROVED
Yuncong Li	APPROVED
Christopher Martinez	APPROVED
Gurpal Toor	APPROVED

A motion by the Chair to list the following as Pending (subject to verification by Chair of interest of faculty member in joining HSAC and receipt of CV) was approved by all:

Timothy Townsend	PENDING
Mark Clark	PENDING

3. Review of new student applications: 3 student applications were reviewed.

A motion to admit the following student applications was approved by all:

Vibhava Fnu

A motion not to approve at this time of the following was approved by all:

S. Adrian Gale Advisor is not yet affiliated with HSAC

Rajendra Paudel No Plan of Study courses provided with application

Discussion:

Jim Jawitz questioned the need to collect all information on student application, particularly the requirement for Plan of Study Form and Supervisory Committee form. Decision was made by all to remove the requirement of these form submissions. Discussion on the grad school concentration selection and verification process was held. Collecting only the Advisor and additional committee member (as required by degree selection) information on the student application was discussed. It was agreed that the on-line application form would be changed to reflect that. The on-line application would also be changed to let the student know that if their required advisor/committee members were not already a member of the HAS, the student should notify the faculty member and ask them to join the HSAC. The student will have to wait to submit their application after the faculty member is approved by the HSAC.

Student participation data in the on-line database will be checked against the Graduate School data once per semester to reconcile the data. If discrepancies are noted the student will be notified that they either need to submit their request to the graduate school or make application to the HSAC via the web site, whichever is applicable to their situation.

4. Review of course work change petitions. Two courses were petitioned by Wendy Graham to be included on Vibhava and Syewoon Hwang's plan of study. ABE 5646 and FOR 6934.

A motion was made to approve the courses as a special exception for these two students' Plans of Study. The motion was approved by all.

5. Review of current HSAC Curriculum. The current list of courses was reviewed and it was agreed that the list was outdated. The Chair asked each topic area representative to review the courses in their section for and also search for new courses available for consideration.
6. Review of new HSAC website. Thanks were offered to Mary for her work on getting the new site up and running. Suggested changes to website included eliminating committee member selection boxes 3, 4 and 5; changing the intro page to the student application to eliminate the ability for the student to add a non-affiliated committee member, and add a message for the student to contact their advisor or required committee member if they are not on the affiliated

faculty list; remove the links for submission of the Plan of Study Form and Supervisory Committee form; add a link to information about Advisor/Committee member requirements based on degree selection.

7. Next meeting and other items. It was agreed upon that the next meeting to be held soon would be a full faculty meeting with topics to be discussed to include:
- Review and approve recommended changes curriculum in each of the topic areas as presented by the committee chairs
 - Nomination and vote of HSAC Chair, Chair-elect and student representative (or discussion thereof).
 - Review and approval of new students, faculty and petitions
 - Review of the adoption of revised bylaws (hopefully voted on by general membership by then).
 - Other items.

The Chair will send out a request to schedule the next meeting.

Student participation in seminars was discussed. It was agreed that the Water Institute Distinguished Scholar Seminar Series would take the place of the Hydrologic Sciences Colloquium. Students will be expected to attend, but no course sign-up or credit will be required. The website will be revised to reflect this change.

A motion was made to approve the minutes of the April 15, 2008 meeting. Minutes were approved by all.

Meeting was adjourned at 2:35PM.

ACTION ITEMS:

1. Update database for approved faculty applications –MARY –COMPLETED 1/28/09
2. Update database for approved student applications –MARY- COMPLETED 1/28/09
3. Update course listing to include ABE 5646 and FOR6934 as special circumstances approved – MARY- COMPLETED 1/28/09
4. Schedule next meeting –RAFA
5. Notify approved student and faculty applicants of status change –RAFA
6. Update By-Laws for submission for approval by faculty -RAFA
7. Send Survey Monkey out to faculty to approve amended by-laws –RAFA
8. Make changes to website –MARY
9. Change status on website of 4/08 meeting minutes- COMPLETED 1/28/09
10. Post new minutes -MARY