

Hydrologic Sciences Academic Cluster

06/23/2011 Meeting Minutes

Meeting Called to Order by HSAC Chair, Matt Cohen, at 10:00 AM.

Present: Lou Motz, Jim Jawitz, Matt Cohen, Anna Cathey, Wendy Graham, Mary Garvin.

1. Reading and approval of last meeting minutes: Minutes were discussed and motion was made by Matt Cohen to approve minutes. Wendy Graham Seconded the motion. Minutes were unanimously approved.
2. Review and approval of new students and faculty: One new student application (D. Palacio) was reviewed. Wendy Graham made a motion to approve, Jim Jawitz seconded. Application was unanimously approved.

One pending student application (A. Shukla) was discussed. This student's supervisory committee is not completely formed yet but the 2 existing committee members are HSAC affiliated. A motion was made by Wendy Graham to approve the application. Jim Jawitz seconded. Application was unanimously approved.

3. Discussion, nomination and voting on next faculty rotation (C: Subsurface Hydrology/Hydrologic Chemistry; term to begin Fall 2011). Per our bylaws Jim Jawitz will automatically be reappointed for three years as the subsurface hydrologic representative since he is the incoming HSAC Chair. Matt Cohen stated he had gone through the list of affiliated faculty members and felt that Treavor Boyer was the best candidate to nominate for the faculty committee for rotation C. Matt Cohen will contact Treavor Boyer to determine his interest in being nominated. Upon confirmation of his interest, Matt will let Mary know and she will send out a ballot to the faculty.
4. Discussion and nomination of HSAC Student Representative (term to begin Fall 2011). Anna Cathey, current student representative, was asked for recommendations for the next student representative. After discussion it was suggested that Anna Cathey contact Marie Kurz regarding her interest in being nominated for the Fall 2011 term. Anna will let Mary know once Marie's interest has been confirmed, and then Mary will send out a ballot to the current student members.
5. Discussion of student involvement in HSAC and Water Institute Distinguished scholar seminar series. Discussion was held about the current "blanket requirement" for active students to attend the lectures versus offering a credit course for seminar attendance. It was agreed that the current policy of expected attendance should remain.

Jim Jawitz posed the question of what could be done to increase participation in the seminars. The idea of the students nominating a speaker and hosting a seminar was discussed. This will

be discussed with the new student representative, and an HSAC student meeting to discuss nominating a seminar speaker will be scheduled at that time.

6. Follow up on HSAC rules change regarding supervisory committee for Non-Thesis Distance students. Wendy Graham recommended that the by-laws remain as they currently are: MS Thesis/Non-Thesis students are required to have a committee of at least 2 members from the Hydrologic Sciences Academic Cluster; a Masters Course Work Only student only needs their major professor to be a HSAC faculty member.
7. Discussion of current enrollment and student fulfillment of requirements. Current data from the grad school was obtained prior to the meeting that contained the names, committee members and courses taken for students with the Hydrologic Sciences concentration designation that are currently active (registered and non-registered).

There were students in our records that were not in the grad school data and there were students in the grad school data that are not in our records. Mary Garvin will send notifications to each of those students advising them of their status with the HSAC/Grad School and providing information on how to correct the issue.

A review of data received from the grad school in January 2011 for graduated students and the courses they took was discussed to assess compliance with HSAC requirements. This discussion was also held for the current students. It was determined that Mary Garvin should contact the active students and advise them and their advisor of their HSAC compliance status based on the current grad school data. This will be done each Fall after drop/add is over.

8. Discussion of distance education options (course availability, petition process). At the 9/27/2010 meeting Matt asked faculty to review the courses in their Topic area and determine which current approved HSAC courses were offered through distance education. Jim Jawitz reviewed the Topic 1 courses and noted which of those courses were available through distance ed. Only one course in Topic 1 is available through distance ed.

It was decided that a designation would be made on the online Course Listing to inform students whether or not a course is offered through distance education. It was also decided that a link to a printable course listing would be included on the course listing web page.

A disclaimer will be added to the Course Listing web page to indicate that the student should look up their courses of interest to determine the frequency that the course is offered.

Matt will remind the faculty to review the courses in their Topic area for distance education opportunities when these minutes are sent out.

9. Potential new courses: A discussion was held about how to identify new courses. Encouraging new faculty to join HSAC and submit their courses for approval was identified as an option.

10. Process for maintained HSAC enrollment students transitioning from MS to PhD. A statement will be added to the website that includes instructions for this process.

The following statement has been added: If you have already graduated with the Hydrologic Sciences Academic Cluster designation for your M.S. degree and you wish to be readmitted to the cluster as a Ph. D. student you must submit your Ph. D. supervisory committee form with Track code=HDS to your department's Academic Advising Office and send an email to Mary Garvin (megarvin@ufl.edu) indicating that you have done so.

11. Recruitment of faculty and students: New faculty applications seem to happen only when a student needs them to join so the student can participate in the HSAC. Difficulties for students meeting departmental and HSAC requirements were discussed. Options to encourage new faculty participation were discussed: 1) Current members could contact new faculty in their departments and 2) an email could be sent to the Water Institute listserv about affiliating with the HSAC.

Meeting was adjourned at 11:40 pm.