

HSAC Faculty Committee (HSFC) Meeting Minutes  
9/17/12  
307 Weil Hall 2PM

Attendees:

Wes Henson  
Wendy Graham  
Chris Martinez  
Matt Cohen  
Jim Jawitz  
Lou Motz  
Treavor Boyer  
Joe Delfino  
Tom Frazer  
Mary Garvin

1. Jim Jawitz, HSFC Chair, welcomed new members Chris Martinez, Surface Hydrology representative, and Wes Henson, student representative, to their first meetings.
2. Jim Jawitz noted that the HSFC is scheduled to meet twice a year. He thought this was important even if there aren't many agenda items because it keeps the communication/interaction among the committee going.
3. A review of student enrollment numbers was discussed. There are currently 32 students enrolled. Enrollment seems to hold steady at about 30. The steady enrollment could be a result of the physical hydrology nature of the curriculum. At the last meeting the committee looked at the student/faculty/department distribution and discussed the activity levels amongst the departments. The current distribution is as follows:

Department	#Faculty	#Students
Agricultural & Biological Engineering	11	15 (13 PhD, 2 Masters)
Civil & Coastal Engineering	4	5 (5 Masters)
Environmental Engineering	12	4 (4 PhD)
Forest Resources & Conservation	3	2 (1 PhD, 1 Masters)
Geological Sciences	3	1 (1 PhD)
Natural Resources & Environment		2 (1 Masters, 1 PhD)
Soil & Water Science	14	3 (1 Masters, 2 PhD)
Geography	4	
Food & Resource Economics	3	
TREC-Homestead	1	

4. Wes Henson asked what the duties of an affiliated faculty member are. The basic duty of an affiliated faculty member is to ensure the student follows the Plan of Study submitted on the HSAC application.
5. Matt Cohen brought up the subject of what the potential population of the HSAC might be. Wendy Graham thought there might be more Environmental Engineering and Soil and Water Science students out there who could be participants.
6. Discussion was held about how to recruit more student participation. Wes Henson suggested that a statement about the HSAC could be added to the syllabus for HSAC courses and that the instructor could promote the HSAC at the beginning of the course. Jim Jawitz will email affiliated faculty with this suggestion.

7. Wes Henson suggested that the students and faculty meet regularly, separately from the seminars, to build a sense of community and engage faculty/student interaction. He feels that their activities need to be regularly scheduled and/or announced further in advance to encourage participation. He will look into a location and format and plan the next event.
8. Approval of prior meeting minutes. Minutes were available for review by the committee members prior to arrival. Wendy Graham noted that the November 7, 2011 minutes item 2 was approved contingent upon it being allowable under the by-laws. After reviewing the by-laws she determined that currently the student applications need to be approved by the entire faculty committee, not just the Chair. A review of the by-laws can be done to determine if additional changes are needed, and then, the changes will be sent out to the entire affiliate faculty for a vote.  
Motion by Wendy Graham: Approve prior meeting minutes noting the issue of changing by-laws regarding approval of routine student applications.  
2nd: Lou Motz  
Vote: Unanimously agreed upon
9. Nominations for Chair-Elect were opened by Jim Jawitz. All members of the faculty committee were present, except for Ray Huffaker. After discussion, Chris Martinez, Surface Hydrology representative from Agricultural and Biological Engineering, was receptive to being nominated.  
Motion by Matt Cohen: Nominate Chris Martinez for Chair-Elect position.  
2<sup>nd</sup>: Wendy Graham  
Vote: Unanimously agreed upon
10. Wendy Graham mentioned that it had been brought to her attention that some students were confused about when they could apply to the HSAC. Language will be added to the website to clarify the confusion.
11. Jim Jawitz mentioned that it had been brought to his attention that there was also some confusion regarding the coursework requirements section of the website. Streamlined language will be crafted and changed on the website.
12. Matt Cohen raised a question about whether the topic area representatives had reviewed the course availability for their topic areas for relevance and distance-ed availability. The completion of this activity had been requested previously with limited response.

Action Items:

1. Wes Henson will organize a social interaction for the HSAC students.
2. Jim Jawitz will send an email to HSAC affiliate faculty asking them to add HSAC information to the syllabus of any HSAC approved course they teach.
3. Mary will add Wes Henson as an approved "sender" on the HSAC student listserv. DONE: 9/17/12.

Meeting adjourned at 3 PM.