

**Physics Bridge Program Committee**  
**2023-24**

**Members:** Gupta, J. (Chair), Bundschuh R., Cochran, G., Hammel C., Hirata C., Pelz J., Moloney C., (exo), Calderon-Madera D., (grad rep)

**Charge:** The Physics Bridge Program Committee is an ad hoc committee to provide oversight of the Physics Bridge Program, and conduct annual Bridge program admissions. The committee should develop recommendations for improving the impact and sustainability of the Bridge Program to increase diversity in the Physics PhD program. It is important that all members of the Physics Department be aware of implicit bias, especially those who are directly involved with hiring and admissions decisions. Toward this end, all members of the Bridge Program Committee should have attended Implicit Bias training within the last three academic years. It is preferable that the training be targeted toward Graduate Admissions Committees.

With regards to oversight, the committee is charged to:

- Review cumulative data showing program outcomes and participant feedback
- Review current Bridge program activities and policies
- Provide feedback on an annual highlight document to be prepared by the Bridge Program Director
- Review the progress of all students currently in the bridge program. Student members may need to be excused if sensitive data (e.g. grades) will be discussed
- Review the progress of all former Bridge students who are currently in the PhD program
- Review program funding

With regards to admissions, the committee is charged to:

- Review the Bridge Program application process, and confirm compliance with OSU policies in light of the 2023 Supreme Court Decision on Affirmative Action.
- Carry out a transparent and holistic admissions process, including scoring rubrics and individual interviews. Application review will start in early April, and will continue through mid-May. Student members may need to be excused if sensitive data will be discussed, but should participate in interviews.
- Help recruit potential faculty mentors for Bridge students

In addition, the committee will:

- Discuss and make recommendations regarding any changes in Physics Bridge program policy and procedures.
- Provide a short, written report on the topics considered by the committee and, as necessary, bring topics to faculty meetings for discussion.
- Deposit key documents on the committee share drive for future committee work.
- Draft a Charge for the following years' committee

**Budget Committee  
2023-24**

**Members:** Beatty J (Chair), Gauthier D, Gramila T, Winer B, Yang F, Betts N (exo), Poirier M (exo)

**Charge:** The committee will carry out its normal duties as outlined in the department's Patterns of Administration: "The Budget Committee will advise the Chair of the department on budgetary and professional activity matters, such as proposals for equipment funds, development of resource allocation policies and such other matters as the Chair brings before it."

In addition, the committee will provide assessment and where necessary recommendations for actions on the following specific issues:

- Review the department policy on release time accounts and provide a recommendation to the chair if changes are identified.
- Work with the Dept. Chair and Dept. Manager on strategic planning for improving the use of University, Development and IDC funds.
- Time permitting, Provide advice to the Dept. Chair on developing an external advisor board.
- Time permitting, provide advice to the Dept. Chair on improving the administrative structure of the department and streamlining processes.
- At the end of the academic year, provide a short, written report assessing the committees work and indicate where changes should be considered in the following fall.
- Deposit key documents on the committee share drive for future committee work.

**Climate and Diversity Committee**  
**2023-2024**

**Members:** Peter A (Chair), Johnston-Halperin E, Landsman S, Schumacher D, Valdes-Aguilar R, Winer B, Salcedo-Gomez A (grad rep), Hamilton M (grad rep), Jones L (Bridge rep), Thompson C (Bridge rep), Erin Duell (Undergrad rep), Sanskruti Admane (Undergrad rep), Janeth Garcia Monge (Postdoc rep), Middleton J (Staff rep), Richard M (Staff rep)

**Charge:** The Climate and Diversity Committee will help the Department foster and sustain a diverse community of scholars and staff. The Committee also will help to ensure that the Department maintains a professional work environment that encourages respectful interchange between all members regardless of background or career status. The Committee will identify departmental, university, or other resources or activities that could be applied to enhance the professional climate of the Physics Department. The Committee will work to identify challenges caused by policies or practices that might detract from diversity or climate, and recommend changes. Importantly, the Committee and its members will provide a resource for all members of the Department when challenges arise by providing a forum to ensure that their concerns are heard, connecting affected individuals with appropriate support networks, and advocating for structural changes where appropriate.

In addition, the committee will provide assessment and where necessary recommendations for actions on the following specific issues:

**Specific Items:**

- Work to help implement the DEI strategic framework for the department that was developed by the C&D committee this past year. This should include working with groups addressing DEI issues including APS-IDEA, HHMI Driving Change group, Bridge Program, POLARIS, URSA and other departmental committees, as appropriate.
- Work with the Chair to develop activities to emphasize the importance of actively working on improving diversity, equity and inclusion in the department. This could include Town Hall discussion on topics the committee considers important and could be a part of the DEI strategic framework.
- Make reports on committee progress in faculty, staff, and student meetings.
- Deposit key documents on the committee share drive for future committee work.

**Personnel Resources Committee**  
**2023-24**

**Members:** Lisa, M (Chair), Beacom J, Beatty J, Boveia A, Gauthier D, Gruzberg I, Lau J, Heckler A, Kovchegov Y, Kural C, Mathur S

**Charge:** The committee will carry out its normal duties as outlined in the department's Patterns of Administration. The current POA states: "The PRC shall advise the faculty and the Chair of the department on matters of new faculty hiring. It may be asked to prepare long-range hiring plans that will satisfy the needs for departmental growth and replacement of faculty vacancies. Special hiring opportunities that may present themselves to various research groups will be considered by the PRC, which will evaluate the request and make a recommendation to the faculty and to the Chair of the department. The PRC shall be charged with advising the Chair concerning updating of the "Appointments, Promotion and Tenure Criteria and Procedures" document for the Department of Physics. The PRC will evaluate faculty requests for department visitor funds, Faculty Professional Leaves, Special Assignments, and other requests brought by the Chair."

In addition, this year's specific tasks include:

- Work with the Chair and the faculty on prioritizing faculty hiring in the fall semester. The process will be the same as last. A call for proposals will be sent out in early October. There will be presentations on the proposals at the Nov. 9<sup>th</sup> and 16<sup>th</sup> faculty meetings. The PRC will then review the proposals for 2 weeks. Based on this review, they will provide a recommendation on prioritization at the faculty meeting on Nov. 30<sup>th</sup>, which will be followed by a vote by the faculty. This will provide guidance to the chair for submitting hiring proposals to the College in the spring.
- Prioritize faculty SA and FPL requests. This will occur in December and January.
- Provide an end of year summary of committee activities.
- Deposit key documents on the committee shared drive for future committee work.

**Service Courses Committee**  
**2023-24 Charge**

**Members:** Gramila T (Co-Chair), Heckler A (Co-Chair), Carpenter L, Hughes R, Jeschonnek S, Kawakami R, Kilcup G, Walker T, Nandyala, R (exo), Holmgren, E (Grad rep)

**Charge:** The committee will carry out its normal duties as outlined in the department's Patterns of Administration: "The committee oversees the services courses offered by the department. It shall consider topics such as course content, textbooks, laboratory instruction, staffing levels, lecture demonstrations and other issues pertaining to service course delivery. When appropriate, the committee shall solicit advice from department Lecturers on these matters."

In addition, the committee will work on the following specific issues:

- As part of working on specific issues it is important to:
  - Organize into subcommittees. This worked great for the Undergraduate Studies Committee.
  - Committee decisions should be made by consensus in consultation with the Department Chair.
  - As plans are made for reworking courses, they should work for high quality but also simplicity for students and instructors.
  - Significant changes to courses should be discussed far in advance of implementation.
- Identify components of the HHMI driving change proposal to begin implementing and then develop a plan for implementing these components. This should be coordinated with the Undergraduate Studies Committee.
- Develop ideas for developing new courses for the new GE.
- Continue developing plan for redesign of 120x courses with an emphasis on explicit learning goals, evidence-based instructional best practices, and equity and inclusion, capitalizing on the approaches outlined in the HHMI efforts.
- Continue to evaluate the instructional changes made to 125X and 120X to determine what is working and what should be changed. Pay particular attention to how changes are implemented each semester and the new content such as group work problems.
- Facilitate a dialogue with instructors on how they can be involved in the changes in the 125X and 120X course. Develop a framework and ground rules for how instructors can make minor adjustments to these courses.
- Continue to evaluate modifications to the GTA training for group work and make recommendations where appropriate.
- Provide a short, written report on the findings and make a brief report at a faculty meeting.
- Deposit key documents on the committee share drive for future committee work.

**Membership**

Tom Gramila, Co-Chair

Andrew Heckler, Co-Chair

Richard Hughes

Sabine Jeschonnek

Roland Kawakami

Greg Kilcup

Terry Walker

Raju Nandyala (Exo)

Emily Holmgren (Grad. Rep)

**Undergraduate Studies Committee**  
**2023-24 Charge**

**Members:** Humanic T (Chair), Bockrath M, Connolly A, Hammel, C , Hirata, C, Hughes, R, Kilcup, G, Lafyatis, G, Walker, T, Thaler, L (exo), Zach, D (exo), Nandyala, R (exo), \*\*\*Thayer, B (Undergrad rep), Kuban M (Undergrad rep)

**Charge:** The committee will carry out its normal duties as outlined in the department's Patterns of Administration: "The committee oversees the undergraduate major program, including the physics major and engineering physics major curricula, and all other issues pertaining to undergraduate physics majors."

In addition, the committee will work on the following specific issues:

- As part of working on specific issues it is important to:
  - Organize into subcommittees. This worked great for the Undergraduate Studies Committee.
  - Committee decisions should be made by consensus in consultation with the Department Chair.
  - As plans are made for reworking courses, they should work for high quality but also simplicity for students and instructors.
  - Significant changes to courses should be discussed far in advance of implementation.
- Continue to identify components of the HHMI Driving Change proposal to begin implementing, focusing in particular on the upper level major courses. Develop a plan for implementing these components. This should be coordinated with the Service Courses Committee and the College.
- Continue developing a detailed implementation plan for the overhaul of the undergraduate laboratory sequence. Identify where funds are needed to improve lab courses.
- Develop ideas for stopping the reduction and even increasing in the number of physics majors.
- Develop a strategy to improve undergraduate research opportunities, including making it easier for students to find research advisors.
- Provide a written report on the findings and present recommendations to the faculty.
- Deposit key documents on the committee share drive for future committee work.