

Charter for the Career Advisory Board to The School of Physics and Astronomy

The School of Physics and Astronomy at the University of Minnesota/Twin Cities (“the School”) strives to ensure that its graduates have knowledge of physics, are familiar with the wide range of careers best suited for their skills, and are ready to embark on these careers. The career advisory board (“the Board”) provides input into how to best prepare physics students for their future careers and it serves as a point of contact between the School and industry, national labs, and other academic institutions.

Functions:

- To advise the director of career development (DCD) regarding the School’s programs to educate students, enhance their career opportunities, and provide them the tools necessary for success. Examples include advice on required and elective courses, laboratory training, computing skills, internships, and professional skills such as effective communication and teamwork.
- To assist in planning and coordinating career outreach opportunities, such as company tours and visits, or on-campus panels in which current students can interact with physics alumni.
- To serve as a liaison with their company, identifying specific teams or groups that are particularly receptive to hiring physics students (either graduate or undergraduate).

Membership:

- The Board will consist of up to a total of 15 members that are external to the School, preferably from different organizations. The Board will consist of both members with PhDs and BSs/BAs with the goal of reflecting the diversity of UMN physics graduates career paths. At most 20% of board members will be employed by an academic institution or national lab.
- The DCD, in consultation with the School head, will solicit and review nominations and extend membership to individuals who can make meaningful contributions. The DCD and the School head will coordinate the work of the Board members in selecting its chair.
- A membership term will be three academic years, and may be renewed twice.

Meetings:

- The Board will convene at least once per year at a time and place agreed upon by the Board’s chair and the DCD.
- It is recommended that the School’s head, the directors of physics and astrophysics graduate and undergraduate studies, and the chairs of the graduate and undergraduate education committees, will attend the meetings.

- The DCD may invite other interested parties, including but not limited to members of SPS, WiPA, GradPhi, and other faculty.
- Meetings will produce a prioritized list of recommendations and will include a report by the DCD about actions carried out in response to earlier recommendations.

Changes to the Charter:

- This charter can be changed with a 2/3 majority of the faculty vote.

End of Charter

Guidelines:

- No restrictions on alumni vs non-alumni. This will be self-selecting.
- No strong preference to local vs remote although starting more locally may be easier.
- Diversity is an important element in the member make-up of the board. Diversity should be understood in its broadest terms, to include minorities, gender-diversity, age-diversity, cultural-diversity, and diversity of occupations and career paths. Over the last several years approximately 50% of our BSs/BAs continued to graduate school. The rest continued to the job market. Nationally only 5% of Physics BSs/BAs end up in academic careers.