DEPARTMENT OF CHEMISTRY AND PHYSICS  
FACULTY MEETING MINUTES  
AUGUST 11, 2006


Absent: Suzanne Carpenter.

I. Call To Order: The meeting was called to order at 11:00 a.m. on August 11, 2006 in the Conference Room 2603. Dr. Will Lynch presided.

II. Approval of Minutes

The minutes of April 12, 2006 were approved as presented.

III. Old Business

Dr. Lynch re-read the April 12, 2006 minutes and concluded that there was no old business left for further discussion.

IV. New Business

A. Welcome, Introductions
Dr. Lynch officially welcomed Dr. Clifford Padgett and Lea Padgett to the department.
He, also, congratulated Dr. Nivens for her promotion to Associate Professor of Chemistry.
Dr. Lynch thanked all the faculty for their support in helping him make the transition to his new position as Head of the Department as smooth as possible. He especially thanked Dr. Wallace and Dr. Hizer for their assistance.

B. Election – College Tenure and Promotion Representative
The Department needs to replace Dr. Lynch as the departmental representative to the College Tenure and Promotion Committee. The faculty nominated Dr. Wallace and Mr. Jaynes and both accepted the nomination. Ballots have been prepared and distributed for the election of the representative.

C. Executive Committee
The faculty voted unanimously to have Mr. Jaynes be the department nominee for the Executive Committee ballot in the Fall 2006 special election.
D. Recruitment Initiative
Ms. Carpenter did a study of students who declare chemistry as their major and as result, she was able to identify that a significant number of students who declared chemistry as their major did so following chemistry 2102 and/or chemistry 2300. During the Summer a letter was sent to those students who have successfully completed both courses encouraging them to consider the opportunities and advantages available to AASU chemistry students. We will follow-up with the response at a later date.

E. Departmental Committees
A 2006/07 list of the departmental committees was distributed to everyone. (See Attachment No. 1).
Dr. Lynch’s objective in preparing this list was to consolidate the committees. He encouraged the faculty to look at the committees and send him a list prioritizing where each individual’s interest lies.

F. ACS Recertification / Comprehensive Program Review
For your information, this year the department is due for Comprehensive Program Review. The review usually takes place around the month of December.

G. Advisement Workshop – September Faculty Meeting
This is also for informational purposes. We are considering inverting the schedule of P-Chem 1 and P-Chem 2. The result of this will make the students more accessible to the B.A. degree. We would like to sit down and discuss this matter at the end of the September meeting.

H. News About Faculty and Students
Dr. Hizer shared that Eugenia Narh is the recipient of the Coastal Beta Scholarship. Miss Narh will be receiving a $1,000 for the academic year 2006/07.

Dr. Brush shared also that the Principal and Assistant Principal of Windsor Forest High School were AASU former students. The Principal is Mr. Barry Lollis and the Assistant Principal is Miss Debbie McNeal.

Dr. Nivens shared some rather sad news regarding Justin Serface. Mr. Serface has been diagnosed with colon cancer. Also, over the summer, Dr. Lynch and Dr. Nivens published the following:
1. “Intercalation and Deintercalation of Dimethylsulfoxide and Poly(ethylene glycol) into Minerals-A Materials Based Laboratory Exercise,” in press, Chemical Educator with students co-authors: Elizabeth Baker, Beverly Harris, Cassandra Dyal, Jessica Moore and Jessica Miller.
With student co-authors: Helmly, Brian C.; Nguyen, Nguyen T.; Dingra, Nin; Chow, Joyce; Svendsen, Amanda; Harris, Beverly; Dyal, Cassandra; Hadden, Jodi; Tibah, Denis.

I. Other New Business
The College Curriculum Representative needs to be replaced. Dr. MacGowan was nominated to represent the department.

V. Announcements

A. Upcoming Dates
The first activity will be a retention recommendation for Drs. Elkins and Feske. They were both asked to turn in an APAR and CV to Dr. Lynch so the process will begin quickly. A Retention Committee will be formed; Dr. Wallace has agreed to chair this committee. Tenure and Promotion is also coming up; the deadline is September 8th/2006.

B. Environmental Symposium
This year the Symposium will be on Environmental Chemistry and the same will be held on October 6th, 2006 in room 1407 from 1-5pm.

C. Chemistry 4991
The seminars of Chemistry 4991 will be held on October 2nd, 2006 in room 1407. The students that are speaking are Cassandra Dyal and Jodi Hadden. Both students are ACS Certified graduates.

D. Chemistry 4960
Mr. Blake Pierson spent the summer doing an internship at Skidaway Institute of Oceanography and as part of the course requirement, he will present a talk on his work at noon on Wednesday, September 27 in SC 1407.

E. Chemistry 4500
This year we will, again need a significant number of graders for the Chemistry 4500 seminars. Currently the Poster session will be held on November 20th/2006 in room 1407 and the seminars will be as follows: November 29th, December 1st and December 4th/2006 from 12-1pm in room 1407.

F. Other Announcements
Everyone needs to take pictures for the new identification cards. To take your Picture, you may go to MCC, second floor. The schedule to take your picture has been e-mailed to everyone and a copy of it has been posted in the workroom. We are hereby reminding everyone to go pick-up their new parking decal at the University Police Office. The whole university will be re-keying every building in the month of December. We will be getting new e-mails and new phones, also, in the month of December. Dr. Lynch has started a process to up-date the chemistry web page. CIS will be
doing the design for the department new web page. We will keep you up-dated as progress is made.

**VI. Adjournment**
The meeting was adjourned at 1:10pm.

cc: Dr. Ellen V. Whitford Vice-President and Dean of Faculty
    Dr. Ed Wheeler, Dean, College of Arts and Sciences
    Dr. Mark Finlay, Assistant Dean, College of Arts and Sciences