I. Call To Order: The meeting was called to order at 12:00 on September 21, 2011 in Room 2502. Dr. Will Lynch presided.

II. New Business
A. The Minutes from August 12, 2011 were approved as presented.

B. Faculty Senate – Dr. Clifford Padgett informed us that the Faculty Senate met on September 19/2011 and shared the following:

   1. Bill on Summer Schedule. Dr. Baird provided an explanation of the bill he created to increase the number of sessions in the summer schedule. He explained that the current iteration of the schedule presents some problems for courses in the sciences, especially the five week sessions. A motion was made and seconded to approve the bill. Among the issues regarding the implementation of this bill was the concern that faculty were not adequately consulted during the previous process to determine the schedule. A motion was then made and seconded to withdraw the bill and send it to a senate committee through the Steering Committee for further consideration and the motion passed.

   2. Bill on Graduation and Commencement Procedures. Regarding this bill that was introduced by Dr. Scott Mateer, expressing faculty concern for the modifications made to the May 2011 graduation and commencement ceremony, President Bleicken suggested that one to three faculty members would establish a dialogue with the Commencement Committee and Dr. LeFavi recommended that Dr. Mateer would oversee the implementation of the proposal. A motion was made and seconded.

   3. CIO Search. Dr. Johnson reported that the CIO search is already undergoing. Faculty forums will be held on campus and faculty were encouraged to attend. One senator recommended that the forums be video recorded for those who will be unable to attend.

   4. Summer Funding Allocations. Dr. Thompson informed the faculty that the deans along with her office are currently studying the issue and their deliberations should be completed by the end of the week.
5. Spring Semester Schedule. Dr. Thompson explained that her office immediately addressed departmental concerns after the schedule was announced. She is confident that future changes will be implemented by the Registrar’s Office after more thorough interactions between the academic divisions of the university have taken place.

C. Committee Reports
   i. Chemistry Curriculum – CHEM 2000
Dr. Lynch explained that CHEM 2000 went through the College Curriculum Committee but it did not make the UCC agenda. It will be in the agenda this month and it should move forward. CHEM 2000 (3-0-3) is a one semester course for medical laboratory science students.

   ii. Planning Committee
Dr. Baird informed us that the Physics Planning Committee met and reviewed the list of the needed equipment, removed what was acquired and started the process of prioritizing the additions to the list. They also discussed the impact of the closure of GA Tech’s Savannah campus and discussed possible changes in the direction of our program.

Dr. Lynch took the opportunity to comment, also, that the closure of GA Tech would impact the Department the most in PHYS 2211K, PHYS 2212K and CHEM 1211, where we will have at least 60 students less starting next fall.

   iii. Peer Mentoring
Dr. Lynch pointed out that we are required to do peer mentoring in teaching. This was done for those faculty members who have entered the T & P cycle for this year (Feske, Nivens and Padgett). Currently, we have three faculty members who will be needing to be assigned peer-mentoring faculty before the end of the semester (Quillian, Secrest and Weiland).

We have a document from the College for guidance but it is not very prescriptive and since we do not have departmental guidelines on how to mechanically handle this process, we will need to have those in place but, most likely, won’t be able to do so for this cycle.

Dr. Lynch suggested having two tenure-track faculty involved in the mentoring process for each candidate. Discussions on assignments and agreeing on those assignments will begin shortly. If we are able to start on October 1, we should have a cycle or two of visits between now and Thanksgiving. Dr. Lynch would like the two Curriculum committees to take the lead on designing the document to provide guidance on process. The College document does not require reciprocal visit interactions it may be instructive to have reciprocal visits.

   iv. Scholarships
Dr. Lynch shared that there are two scholarships that are available right now, namely, the Goldwater, which is for sophomore and juniors and the UNCF/Merck, which is for
minorities. He asked to be given names of outstanding students who would be interested in applying.

D. UCC – International Baccalaureate
Mr. Jaynes distributed a copy of page 24 from the university catalog and proceeded to say that a discussion concerning IB classes started towards the end of the UCC meeting. The discussion was centered towards the UCC working at developing a unified policy regarding their acceptance for credit, with input from the departments. Committee members were asked to discuss the matter with their constituents and report back.

Mr. Jaynes suggested that the issue be handled by the two curriculum committees in the department and that an agreeable recommendation be brought back next month.

E. Fall 2011
Dr. Lynch reported that our enrollments are about this semester college wide and about 6% in our department, even though the university is slightly under. He took the opportunity to thank everyone for their hard work.

F. Spring 2012
   i. Time slots – Dr. Lynch informed us that the MWF 1:30 time slot is gone and that now is 1:00pm time slot. Therefore, we no longer have 1 ½ hour but only one hour available for meetings like these that should be done in a 50 minute time frame.

   Also, the 8:30 am Tuesdays and Thursdays time slot went away; now there is an 8:00 am time slot. Most likely, these changes are because Gamble Hall will undergo renovations starting next fall and there is a concern regarding space.

   ii. CHP/Nursing lab sequence requirement in the core
Dr. Lynch informed the faculty that the BOR changed the criteria for Health Professions majors that now require a lab sequence that took effect this fall.

   iii. CHEM 4XXX & Upper level PHYS
Dr. Lynch reported that on the chemistry side we are offering two 4000 upper level courses. One will be taught by Dr. Wallace and the other one by Dr. Lynch. On the Physics side, we are offering PHYS 3100, PHYS 3120 and PHYS 3802.

G. Summer 2012
A skeleton of the summer 2012 schedule has been submitted to the registrar.

H. Budget 2011 / 2012
There is a bit of concern on campus regarding the decrease in enrollment at the university, however, the departmental budget from the state allocation is the same as the previous year. We will be moving forward as we plan our purchases and we will try to be as proactive in planning as we can.

I. Travel 2011-2112
Our travel budget remains as before. Please, notify Dr. Lynch about your travel plans as early as possible. We pay for registration fees off the p-card but faculty must submit a travel request prior to us paying for the registration.

J. Pre-Pharmacy Changes
Ms. Carpenter distributed some hand-outs regarding the changes in the pre-pharmacy curriculum of both UGA and Mercer universities. One of the hand-outs contains important data from the four pre-pharmacy schools in the State of Georgia.

She announced that representatives from 3 of the 4 universities here in Georgia will be visiting the campus to talk to students. The schedule is as follows:
September 30/11 – South University
October 20/11 - PCOM
November 17/11 - Mercer

Ms. Carpenter emphasized the changes that appear at the bottom of the pages. UGA is limiting how many classes students can take the last summer before starting pharmacy school. They are stating that if a student takes two classes during that last summer, only one of them can be math or science.

On the other hand, Mercer has radically changed their pre-pharmacy requirements. They are now requiring 90 semester hours or 3 years of college instead of the previous 2 years. Ms. Carpenter asked the faculty to inform students of these changes on the upcoming advisement period.

Lastly, Ms. Carpenter pointed out that the PCAT is also changing beginning this coming January. In contents, there is less general chemistry and more biochemistry. This change can be used to encourage students to get more chemistry before they take the PCAT.

K. CST Dean Search
A search committee has been formed and has about 5 members from the college and two from outside the college. Dr. Lynch expressed his concern about searching for a Dean prior to having a VP in place but was assured by Dr. Thompson that the search will be successful this time. He encouraged the faculty to discuss with him what qualifications they would like the Dean to have. He, also, would be happy to take advice regarding what to include in the advertisement for the position.

L. Tenure Track Analytical Chemistry Search
A committee has been put together and chairing it is Dr. Clifford Padgett. The rest of the members include Drs. Brent Feske, Todd Hizer, Brandon Quillian, Mitch Weiland and Ms. Suzanne Carpenter. They will be meeting shortly to fine-tune the ad and should be able to start interviewing candidates in mid to late January 2012.

M. Advisement
Issues regarding advisement were brought by Dr. Lynch. The new 60 hour requirement is causing some problems. For example, the Biology Department saw a large increase of
nursing students. These students generally have little interest in becoming biology majors. We are, also, experiencing this problem as well with pre-pharmacy and engineering students. The best we can do presently is encourage these students to consider our majors and serve them as best possible.

III. Old Business
A. Web-site
Dr. Lynch asked the faculty to continue to send him activities to post and keep the web-site current.

B. Science Center Renovations
So far the building renovations have run smoothly and work is 5 or 6 weeks ahead of schedule and it looks like the renovations would be completed by mid November.

IV. Announcements
A. Coastal Georgia
September 23/2011 - ACS Coastal GA section will commemorate the 50th anniversary celebration and recognition banquet for 50 year ACS members at the Armstrong Center at 6:30pm. Dr. MacGowan encouraged everyone to RSVP her if planning to attend the ACS Banquet as soon as possible.

B. November 9 - CHEM 4500 Poster session will be held from 11:15-1:00pm.
C. Nov 28; Nov 30 & Dec. 5 - CHEM 4500 Talks will take place from 12-1:30pm.
E. Chemtall - Has 2 open chemist positions
F. Christian Marocco has been accepted at South University for PA School.

Adjournment
The meeting was adjourned at 1:08pm.

cc: Dr. Anne Thompson, Interim Vice-President of Academic Affairs – Dean of Faculty
Dr. Robert Gregerson, Interim Dean, College of Science and Technology
Dr. Delana Nivens, Interim Assistant Dean, College of Science and Technology