I. Call To Order: The meeting was called to order at 12:00 on September 19, 2012 in Room 2502. Dr. Will Lynch presided.

II. Maureen Leong-Kee – CST Academic Advisor & Student Success Coordinator
Ms. Leong-Kee is the CST Academic Advisor & Student Success Coordinator. She relocated here from South Florida. In the position, she will be focusing on advising freshman students as well as working on developing ways to creating better science students. Her office is located in the Dean’s Office and she is looking forward to getting to know everyone.

Dr. Lynch added that the Department has recommended that Chemistry students remain under her academic advisement until completing CHEM 1212 (C or better) and Physics students until after taking calculus I and II and PHYS 2211K (C or better).

III. Delana Nivens – CST Assistant Dean – Noyce Program
Dr. Nivens spoke briefly regarding the Noyce Program, which has been already funded with a start date of January 2013. The grant is for five years and the core of the program is student stipends at $3,000 per semester to become STEM teachers. The program is geared into helping students make the transition after graduation into the MAT program. Students are required to want to become a teacher and commit to teaching. Dr. Nivens is requesting that as a pre-requisite, this opportunity is mainly open to Chemistry/Physics majors who are interested in becoming STEM teacher. Among the topics that students are required to committing are tutoring in the discipline on campus and in local schools; supplemental instruction, lesson planning and lesson delivery in a lower-level (chemistry/physics) course; involvement in future teacher learning communities and performance of a chemical/physics education project.

Dr. Nivens is currently gathering all the necessary information and will be posting it on the CST Website as soon as it becomes available. For further information, please contact Dr. Nivens.
IV. Approval of August 10, 2012 Minutes
The Minutes from August 10, 2012 were approved as presented.

V. New Business
A. Faculty Senate Update.
Course Repeat Policy - Dr. Baird informed the faculty that the Course Repeat Policy implemented seems to have support although it is not the original policy adopted by the Senate. Nevertheless, as students who took classes before Fall 2012 gradually disappear, this will stop being a problem. The Ad Hoc Committee of Online Education created by Dr. Baird has already been populated but has not yet met.

Proposed Changes to the Constitution/Bylaws of AASU – Lastly, a few amendments were proposed by the Constitution and Bylaws Committee. The changes were passed by the Senate and will go to the faculty for a vote in late spring.

B. Safety
   i. Spill Situation – Dr. Lea Padgett informed us about a situation that took place in the general chemistry preparation area. A student worker apparently took it upon himself to empty a container of nitric acid and accidentally spilled the contents on himself and on the floor. Dr. MacGowan was the first one to aid the student in question. She proceeded to make sure that the student was not harmed and sent him home to shower. Mr. Dave Roberts, Environmental Services Coordinator, was called to the laboratory and he called the Police Department so that a formal report of the incident could be submitted and kept on file. While we were very fortunate that no one was hurt and no damage was caused because of the acid spill and because the student was actually dressed in accordance with lab policy, the incident still raised some questions regarding the proper procedure to be followed in such cases.

   Some of the questions in regards to the incident are as follows (for example):
1- Was the student’s response the appropriate one?
2- Was the instructor’s response the appropriate one?
3- To send the student home without first clothing him with the scrubs that is in the stock room was the appropriate procedure?
4- Was the Police Department called too late?
5- Was Plant Operations called into the scene too late?
6- What is the proper follow-up process for the Department?

   Dr. Wallace, also, had a question regarding the proper garments worn in the labs to ensure safety in case of accidents. No doubt, that this incident has raised the level of awareness in regards to following safety procedures and is, also, a good example of the reason why the Department is diligently working on implementing a Hygiene Plan.

   ii. Hygiene Plan Up-date – The Department is still working into putting into place a Hygiene Plan. Dr. Lynch will keep the department informed as progress is made in regards to this matter.
C. Budget 2012-2013
   i. Scifinder – We are still in discussions about Armstrong access to Scifinder.
   ii. Chematix – Same as Scifinder.
   iii. XRD, GC-FID, Computational Center, Polarimeter, Illuminator

Dr. Lynch updated the faculty in regards to the AY 13 budget and instrumentation. All of State’s appropriation funds have been delivered and he has checked to ensure that all of the lab fees are being collected. The Scifinder was requested a month ago but there was some disagreement between the University and ACS regarding the wording in the contract but thankfully both parties came to an agreement on the language that was agreed upon.

Chematix, which is the Chemical Inventory System, was requested. The system is currently under review on campus for purchase.

On the positive side of the big purchases that we have made, the instruments are either already here or in the process of being delivered. The photochemistry and polarimeter instruments are both in the instrument room and the computational center is about 50% ready for use.

D. Spring 2013 – Course Schedule
Dr. Lynch shared a list of the upper level chemistry and physics courses that will be offered during the upcoming spring semester and the instructors assigned to them. The department will be offering an additional section of PHYS 1111K as a result of losing sixty GA Tech students. In addition to this, Dr. Nivens has decided to offer SCIE 1000 on line.

E. Fall-2013 – QEP Chemistry Opportunities
   i. 24 seats per section - $1,500 per AASU Course
The department has been assigned to offer three sections of CHEM 1211, CHEM 1211L and the first year seminar during Fall 2013 through the SAACS Quality Enhancement Program, which is the information literacy. The instructors teaching this class will be teaching the lecture, the lab and the hour seminar. Teaching the seminar comes with extra compensation. Those who are interested in teaching this class need to discuss it with Dr. Lynch. Unfortunately, no PHYS sections will be included.

F. Pharmacy School Update
Every year Ms. Carpenter contacts the four Pharmacy Schools here in Georgia and have a representative come to talk to the pre-pharmacy students. Please, refer to the announcements section at the end of the minutes for information regarding the dates in which representatives of each Pharmacy School will be on campus. She asked for advisors to inform their pre-pharmacy advisees about the pre-pharmacy bulletin board located outside her office regarding upcoming pre-pharmacy events.

G. Retention – We are preparing for the upcoming Retention process of Drs. Quillian and Weiland.
H. Hiring Up-date – Dr. Lynch reviewed the requested made through the CST Hiring Plan. The plan requested conversion of two temporary lines (Sanborn and Smith) to tenure track (essentially replacement of Nivens and Smith). The conversion of one temporary line (Mathia) to Permanent instructor. The document asked for a new tenure track line from the 4th temporary line in the department (Stone) and a new temporary line. In physics it requested conversion of temporary to tenure track. Over-arching a new instrument technician for the College was included in our request.

The above reflects the current hiring status up-date and what the department would like to see materializing in regards to hiring and conversion of certain lines.

VI. Old Business

VII. Announcements

A. Coastal Georgia – MacGowan: ACS Coastal Georgia section Low Country Boil will be on October 26, 2012 (6:00 pm Bamboo Farms

B. Dr. MacGowan: The Coastal Georgia section is bidding to host the 2018 SERMAC meeting - volunteers for program & general chair are welcome.

C. Dr. MacGowan: The student affiliates will be having their September meeting next Wednesday (9/26/12) at noon in the 2302 and all are invited to come (probably have pizzas & pops) and they will also be hosting a walking bake sale on Thursday 9/27/12. The SAACS group meets on the last Wednesday of every month.

D. Faculty / Student News Items
   iii. Dr. Clifford Padgett (chemistry) has received funding from the NSF Division of Chemistry for $200,000 for the award titled “#1229354 MRI: Acquisition of High Performance Computers for the Molecular Education and Research Consortium in Undergraduate computational chemistry (MERCURY)”.
   iv. Dr. Jeffery Secrest (Physics) is part of a team of Physics researchers from Armstrong University, University of Washington, University of California-Berkeley, University of Pennsylvania and Brookhaven National Laboratory to receive funding from the National Science Foundation. The project, funded for 3 years, at over $792,000 from the Nuclear Astrophysics Directorate at NSF is titled “Advanced Techniques for Loading Metals into Liquid Scintillators”.


v. Ms. Suzanne Carpenter – Jennifer Cobernus (faculty may remember her as the EMT who came to class in uniform) started medical school at the Philadelphia College of Osteopathic Medicine (PCOM) in North Atlanta this fall. Lakshmi Kumar started pharmacy school at South University this fall. Brittany Chambers started pharmacy school at UGA this fall.

AASU Pre-pharmacy Club Guest Speakers:
1- Philadelphia College of Osteopathic Medicine (PCOM) College of Pharmacy will have its representative Lynn Simone Pitss on campus September 21/2012 at noon in room 2302
2- Presbyterian College of Pharmacy will have its representative Gwen Byrd on Thursday, September 27/2012 at 11:30am in sc 2302.
3- South University will have its representative on campus on Friday, October 19/2012 at noon in room 2302.
4- UGA will have its representative on Friday, November 16/2012 at noon in room 2302.

Adjournment
The meeting was adjourned at 1:00 pm.

cc: Dr. Carey Adams, President of Academic Affairs – Dean of Faculty
Dr. Robert Gregerson, Dean, College of Science and Technology
Dr. Delana Nivens, Assistant Dean, College of Science and Technology