I. Call To Order
The meeting was called to order at 12:00 on November 20, 2013 in Room 2502. Dr. Will Lynch presided.

II. Approval of Minutes
The Minutes from October 23, 2013 were approved as presented.

III. New Business
A. Faculty Senate Up-date
Dr. Baird reported the following from the November 18th Faculty Senate Meeting:
   i- Ms. Brenda Forbis, Director of Marketing announced that the university will recognize faculty members by placing their names on the electronic sign when awarded grants for considerable amounts.
   ii- The President vetoed the Domestic Partners Benefits Bill. Her reasons were as follows:
       1- The Foundation was not consulted to see if they would be willing to pay for it.
       2- There was no cost estimate for the proposal and
       3- Most of the money received by the foundation is directed for particular uses; donors would need to be contacted to get their approval to use foundation funds for this proposal.

   iii- The changes to the BS in Applied Physics were submitted to the Faculty Senate and they were all approved.
iv- If you have any questions regarding the budget, you may send them to the members of the Faculty Senate and the same will be addressed in the January Meeting.

v- A Senate Governance Committee was created in order to help simplify committee structure and ease the demand on the elections committee to continually find volunteer candidates.

vi- The Faculty Senate approved the removal of the Research and Scholarship, the Faculty Development and the Graduate Affair Committees from the Standing Faculty Senate simply because they do not bring any items to the Faculty Senate.

B. SLO’s BA/BS Chemistry
Dr. Lynch briefly informed the faculty regarding the status of the SLO’s BA/BS in chemistry. He mentioned that the measures came out from the Chemistry side of the department and that due to the short time we had to turn in the results, he proceeded to type in the description, which included a Mission Statement. The department will be able to take another look at the Mission Statement and its measures on another occasion. For more detail, please refer to Attachment #1.

C. Fall 2014 Upper Division Courses
So far, we still need two (2) more upper division courses to be taught during the upcoming Fall 2014 Semester from the Chemistry side and The Physics side needs to let Dr. Lynch know what courses they will be teaching shortly since this information is due in February 1st, 2014.

D. CHEM 4500 Dates
The senior seminars will be held in room SC1407 on November 22nd at noon, November 25th at noon and December 2nd at 2:00pm.

E. EOY Luncheon
The department will recognize the senior students at the end of the year luncheon that will be held on December 2nd at 12:00 in room SC1407. We will have soups and desserts.

IV. Old Business
   A- Lab Supervisor Search Up-date
Dr. Lea Padgett reported that right now they are in the middle of the search and that interviews with three candidates had been scheduled for this week. They are, also, considering bringing a fourth candidate since the candidate is local. Dr. Padgett asked that the evaluation forms be turned in promptly.
B- Organic tenure-Track Search Up-date
Dr. Quillian informed the faculty that the committee has narrowed down the number of the candidates they were considering to nine and will again meet tomorrow to narrow the number even the more. Interviews will take place in January 2014 and the end of February 2014.

Dr. Lynch took the opportunity to inform the department that Dr. Conner has resigned effectively May 2014. He thanked Dr. Conner for a job well done on behalf of the department. Dr. Lynch has already requested the Dean of the College to approve a search to replace Dr. Conner and asked that this line be converted to a tenure track position.

C. Budget 2013/2014
The department is still in good shape as far as the budget is concerned. The spring 2014 purchases are mostly completed. The travel budget is, also, in good shape.

D. Calendar 2014/2015
Dr. MacGowan informed the department that if approved by the Calendar Committee, the Fall Semester 2014 begins on August 18; the semester classes will end on a Friday; finals will take place Monday through Friday, therefore, Reading Day will not be scheduled and graduation will take place the Saturday after the last final, meaning at the end of the final's week.

Dr. Lynch added that once the calendar gets approved then we will make a decision regarding the same.

V. Announcements
1- ACS Coastal Georgia Section
Election ballots will be in the mail soon.

Adjournment – The meeting was adjourned at 12:35pm.

cc: Dr. Robert Gregerson, Dean, College of Science and Technology
    Dr. Delana Nivens, Assistant Dean, College of Science and Technology
1. The main topic of discussion was the current list of proposed outcomes for the D1 core SLO that were recently produced by the D1 assessment committee. We reviewed the list of outcomes in the light of our course and redrafted the results of that brainstorming session into a list that we felt was reasonable and obtainable in the general chemistry classes. This was completed for one of the two parts of the official SLO:

**New draft that will be returned to the D1 assessment committee:**

*SLO: Students will accurately evaluate data in scientific reasoning problems*

Suggested outcomes from each course

1) Data collection using proper techniques
2) Appropriate use of lab materials and instrumentation
3) Mathematical processing and treatment of data and observations
4) Use of data to support conclusions

For the second SLO part we discussed some concerns but did not generate any concrete statements. There was some concern over what would be reasonable to expect students at this level to achieve in the design and evaluation of an experiment. It was also noted that safety was not a concern addressed explicitly in either list.

2. The course objectives currently on file need to be edited to reflect current practice. A copy will be sent to the committee members so that this can be addressed and prepared for approval by the department during the next meeting.

3. Two projects were chosen to work on for the immediate future in addition to the alignment with core area assessment. We will examine changing the math requirement for CHEM 1211 to have algebra as a pre-requisite rather than a co-requisite. We will also be preparing materials to put CHEM 1200 forward again as a class to add to the catalog.
**Program Mission:** The chemistry program endeavors to be a nationally-recognized model for educating and graduating students prepared to compete in and contribute to the ever-changing, technology-centered world of the 21st century. To achieve this vision the department is committed to providing a course of study for undergraduates in BA program which combines flexible curriculum, scholarship and service/engagement opportunities that are high-quality, innovative and intellectually challenging and employ state-of-the-art technologies. Graduates will be especially suited for pre-professional programs and employment.

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<th>Student Learning Outcome</th>
<th>Measure</th>
<th>Description</th>
<th>Target</th>
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<td>Students will demonstrate proficiency in the core disciplines: analytical, organic, physical, and inorganic chemistry.</td>
<td>ACS disciplinary exams, Major Field Exam</td>
<td>Exit exam where student outcomes are measured in total and in individual disciplinary areas of chemistry.</td>
<td>70% nationally</td>
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<td>Students will demonstrate the ability to effectively collaborate in a group setting to complete an assigned task</td>
<td>Rubric – Group Evaluation w/ SID</td>
<td>Rubric to evaluate the collaborative nature of chemistry and its practitioners.</td>
<td>Evidence of competency.</td>
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<td>Students will demonstrate proficiency in problem solving by performing a broad variety of analytical, computational and synthetic procedures, using proper safety protocols, and will critically evaluate the results</td>
<td>Rubric, laboratory reports: Laboratory courses throughout curriculum, capstone laboratory. Major Field Exam</td>
<td>Evaluation of student’s ability to practice chemistry in a laboratory setting. Exit exam has critical thinking component.</td>
<td>Evidence of competency.</td>
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<td>Students will demonstrate effective written scientific skills</td>
<td>Rubric – a) Written &amp; b) Oral, used in various courses but capstone in CHEM 4500</td>
<td>We have used an evaluation tool for chemistry in this area for some time.</td>
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- For each academic program, identify at least two **Student Learning Outcomes**.
• For each Student Learning Outcome, identify at least one, preferably two, **Measures**. At least one of the Measures should be a **direct** measure of the outcome.
• For each Measure, set a specific **Target**. If no data has been collected previously or there is no basis for setting a Target, setting a benchmark measurement may be stated as the Target.
**Armstrong Atlantic State University**  
**AY2013-2014**  
**ACADEMIC PROGRAM ASSESSMENT PLAN**  
**Department: Chemistry and Physics**  
**Program: BS Chemistry**

**Program Mission:** The chemistry program endeavors to be a nationally-recognized model for educating and graduating students prepared to compete in and contribute to the ever-changing, technology-centered world of the 21st century. To achieve this vision the department is committed to providing a course of study for undergraduates in the BS program which combines curriculum, scholarship and service/engagement opportunities that are high-quality, innovative and intellectually challenging and employ state-of-the-art technologies.

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<td>Students will demonstrate proper laboratory practices and be proficient in the theoretical and practical use of modern instrumentation and the ability to analyze and effectively evaluate experimental results using proper safety protocols</td>
<td>Rubric, laboratory reports: Laboratory courses throughout curriculum, capstone laboratory</td>
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<td>Students will demonstrate critical thinking skills</td>
<td>Rubric? We will develop this one. Major Field Exam</td>
<td>Exit exam has critical thinking component. Also, assessment rubric.</td>
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