DEPARTMENT OF CHEMISTRY AND PHYSICS
FACULTY MEETING MINUTES
January 22, 2014


Absent: Yvonne Roach and Jon Sanborn.

Guest: Dr. Carey Adams, Provost & VPAA

I. Call To Order
The meeting was called to order at 12:00 on January 22, 2014 in Room 2502. Dr. Will Lynch presided.

II. Approval of Minutes
The Minutes from November 20, 2013 were approved as presented.

III. New Business
A. Faculty Senate Up-date
Dr. Baird reported that the next meeting is scheduled for Monday, January 27, 2014. The Faculty Senate is planning to arrange a CFO presentation about the budget via webcast, if possible, on the February Faculty Senate. This presentation was originally scheduled for the January meeting but due to a miscommunication was moved to the February meeting.

B. Faculty Senate Elections
Currently there is only one (1) nominee and two (2) open slots to be filled, therefore, Dr. Lynch urged the faculty to give this issue some thought and report back to him.

C. EOY Money
The EOY report has been moved up this year and it is due on Monday 27/2014. The list of the department’s instrumentation and technology is attached for your convenience. This list was approved last October 2013 and we dealt with it in terms of high and low priorities. Items 1-17 will be pushed forward and some of these items have already been taken care off as is the case of the Raman instrument on which Dr. Clifford Padgett has been working on. The department will proceed to work out from the list and if there is anything that needs to be added to it, please talk to Dr. Lynch about it. See Attachment A for more details.

D. Retention, Pre-Tenure, Post-Tenure
The department has a number of very important issues to deal with starting with the APARS which are due at the end of the month. Then next month we will proceed with retention, pre-tenure and post-tenure. Under first year retention we have Sarah Gray, Gary Guillet, Lea Padgett and Sarah Zingales. Under annual retention we have Donna Mullenax. Under pre-tenure we have Brandon Quillian and Mitch Weiland and lastly, under post-tenure we have Leon Jaynes and Richard Wallace. Needless to say that we have a big task ahead of us, which Dr. Clifford Padgett graciously has agreed to chair and organize.
E. Summer 2014 & Fall 2014

Regarding Summer 2014, Ms. Mullenax won’t be teaching for us as she was pro-active and received funding for three Quality Teacher Grants. This leaves ASTR 1010 course with no instructor. Then we have Dr. Conner who will be leaving us in May. His departure will leave a section of PHYS 1112 open that has a big population. At the moment we do not know exactly how we will deal with this matter but wanted you to be aware of it.

Regarding Fall 2014, we have a couple of unresolved issues that need to be addressed before the fall schedule is due. We will, again, be offering three FYSS 1000 sessions in the fall. Dr. Guillet will be one of the instructors. Dr. Brian Shinall, our night instructor for General Chemistry will be leaving us as well. As everyone knows, it is difficult to fill part-time positions.

Lastly, so far for our 4,000 level courses on the chemistry side we have Drs. Hizer, MacGowan, Weiland and Ms. Carpenter teaching but we still need one more course.

Recently Ms. Carpenter and Dr. Lea Padgett attended the Guided Inquiry Facilitators Workshop. So, we now have guided inquiry facilitators among us. As you all know, we have moved fairly heavily into guided inquiry especially in General Chemistry labs. The workshop is really to teach teachers how to use guided inquiry in their courses. It has been three or four years since a number of us attended a guided inquiry workshop, therefore, we are going to organize a workshop for ourselves. Most likely, we will plan to have the workshop either at the end of this semester or at the beginning of the fall semester.

The faculty was reminded that rooms 1407 and 2502 are at our disposal on Mon/Wed/Fri during midday for meetings, student activities, etc. We, also, do use the Google calendar.

Dr. Lynch took the opportunity to officially welcome Mr. Randal Wilson to the department. Mr. Randal is working as lab supervisor and so far the transition has been a smooth one.

IV. Old Business

A- Search Up-date – Organic Tenure Track
We are in the final stages of this search. We had two very strong candidates visit the campus and have one more pending at the end of the week and one candidate canceled. We ask that the faculty quickly turn in their comments as we will meet with the Dr. Gregerson on Monday 27/2014 as we bring the search to a close and discuss making an offer.

B- Budget 2013-2014
The department is still in good shape as far as the budget is concerned. If anyone needs anything that is not included in the planning list, please see Dr. Lynch to discuss the matter.

V. Open Discussion

A- Dr. Adams, Provost & VPAA
Biochemistry Program - The open discussion with Dr. Adams promptly started with Dr. Lynch asking a question regarding the status of the strategic planning regarding the biochemistry program. Dr. Adams responded that the faculty presented a good case and that the same had been approved and had no reason to believe that the program would not be supported. The next step is to send the prospective to Dr. Adams’ office.

Physics Program Status - Dr. William Baird inquired about the status of the Physics Program.
Dr. Adams responded that they had until January 6/2014 to present the counter proposal. Evidently there had been a miscommunication since the faculty believed they had till the end of the month to submit the counter proposal. Dr. Lynch’s response was that at the end of the meeting the counter proposal would be sent to Dr. Gregerson’s office. But Dr. Baird went ahead and shared the contents of the counter proposal, which is as follows:

1- The first priority would be to reorganize upper level courses to three (3) contact hours, which will give us 6 contact hours (= one intro course) per year.

2- PHYS 1111 and 1112 would return to the standard 3 hour lecture + one 3 hour lab weekly. There would be two (2) lectures of each = 12 contact hours total, and three (3) labs for each = 18 Contact hours total. Thirty (30) contact hours per semester would give 96 seats in PHYS 1111 and 96 seats in PHYS 1112. Summer would retain the studio format and would be 32 seats of each. The yearly total would be 224 students through PHYS 1111 and 224 through PHYS 1112 in a calendar year (i.e., including summer).

3- To improve enrollment, we would work on reactivating the 3+2 program agreements already in the catalog, investigate partnering with the College of Health Professions to implement a Medical Physics track and work on recruiting by connecting with area science teachers, guidance counselors and potential dual-enrollment students.

Ms. Carpenter inquired about the content of an e-mail President Bleicken had sent earlier regarding enrollment-related challenges since she had no knowledge of the implied enrollment challenges mentioned in the message. Dr. Adams replied that for some time now there has not been any long-term stability in enrollment services personnel management and the result has been poor customer service, frustrated students and frustrated parents but now that the problem has been identified the administration plans to take the necessary steps to address the enrollment services processes and improve in that area.

VI. Announcements
A. CGACS – Dr. MacGowan
Jan 29 - Coastal GA Section of ACS will host Trivia Night at the Moon River Brewery at 6:30pm
RSVP by Jan 27/2014.
Upcoming Meetings / Dates will be announced later
Feb - Oyster Roast
March - Banquet honoring 50 yr ACS members
Apr - Graduate Recognition Night

B. Science Bowl - Ms. Mullenax
Jan 25 (morning)
Feb 1st (morning)
Feb 22 (morning and early afternoon)

C. Student Symposium – Mr. Jaynes
Mar 28: Abstract due date till 5pm
Apr 30: Symposium at the Student Union

D. A Note of Thanks – Dr. Wallace
Dr. Wallace thanked the faculty for the moral support showed with his mother's passing.
Adjournment – The meeting was adjourned at 12:55pm.

cc: Dr. Robert Gregerson, Dean, College of Science and Technology
    Dr. John Kraft, Interim Assistant Dean, College of Science and Technology
Attachment #A

Chemistry & Physics Planning Outcomes – Instrumentation and Technology
Oct. 23, 2013

2013 Items

High Priority
1. Back up Power Supply for all required instruments (Need Number and Specs, Lea Padgett, Lynch)
2. Ultra-Sonic Bath – Wallace (immediate purchase)
4. Raman – Cuvette Holder (need quote, Lynch)
5. Raman – Polarizer (need quote, Lynch)
6. Balance Replacement (Need Number and Specs, Roach, Lynch)
7. Desk Top Computers (SC 23XX row, Dept. Office, 6 ordered)
8. Micro Pipetts (Need Number and Specs, Gray, Feske, Weiland)
9. AA for General Chemistry, Quote < $20,000 (Technology Fee Request – Sept. 2013)
10. AA for Instrumental, High End Instrument > $20,000 (need quote, Gray)
11. Autosampler for current GC-MS (need price, Technology Fee ? Dept. Budget? EOY?)
12. Roto-Vaps with Vac Pumps X 2 ($7000-$8000 per, Technology Fee ? Dept. Budget? EOY?)
13. Base model Microcentrifuge: ~$1600 (Fisher) Point: Weiland (EOY or Dept)
14. Gel casting system: 2 set-ups ~$1150 ea (BioRad) Point: Weiland (EOY or Dept)
15. Electrophoresis Power Supply: ~$1400 (Fisher) Point: Weiland (EOY or Dept)
17. Rutherford Scattering Apparatus + film $1000.00

Moderate Priority
1. High Field NMR (Long Range – NSF MRI, $400,000)
2. GC-MS with autosampler (need price, Technology Fee ? Dept. Budget? EOY?)
3. Benchtop Autoclave
4. Laptops for Organic (need 8)
5. Electron Diffraction Tube $1300.00
6. Complete Franck-Hertz Setup for Mercury $3500.00

Low Priority
1. TGA / DSC – Ours are functional but future purchase may be necessary, Estimate Cost: $35,000 (Technology Fee Request – Sept. 2013, EOY request, or department budget)
2. Microscopy equipment – TEM, SEM (Long Range – NSF MRI, $400,000, possible collaboration with BIOL, ENG?)
3. Laptops for Organic Chemistry
4. Franck-Hertz Setup for Neon $3100.0
5. Photoelectric Effect System $2300.00
6. Complete Zeeman Apparatus $8000.00

Purchased Items from 2012 Planning List
1. **On site** Raman Spectrometer – Estimated Cost: $14,000 (next step, need quote, EOY request, or department budget) Must have polarization.

2. **On site** ELMO – 5 @ $2000 (2001, 2103, 2502, 2503, 2504), 7 total for the department (2 physics) total = $14,000. (next step, tech fee proposal, EOY request, or department budget) – Point: Carpenter

3. **On site** Refrigerated/Incubated Shaker: ~$9000 (New Brunswick) 4-2L Shaker clamps ~$200

4. **On site** Analytical Balance: ~$1200 (Fisher) (biochemistry) The current balance has a broken door and needs to be replaced. Point: Weiland

5. **On site** Powder XRay Diffraction - $80,000 (EOY Request). Point: Lynch, Padgett.

6. **On site** Transilluminator: ~$1600 Needed to visualize DNA gels – currently using one on loan from Dr. Gregerson. Point: Weiland

7. **On site** Microcentrifuge with Adaptors: ~$3500 (Eppendorf) 96 well plate rotor ~50mL conical tube rotor ~ This is a cheaper option than buying both another microcentrifuge and an additional larger centrifuge to hold the 50mL tubes. Additionally we could accommodate 96 well plates which we currently do not have the ability to. Point: Weiland

8. **On site** Laptops for General chemistry.

9. **On site** -80 C freezer: - Upright 13cu. ft. ~$10,000 (Fisher) or - chest 3.0 cu. Ft. ~$7200 (Fisher) Point: Weiland

**Biochemistry Degree Program**