I. CALL TO ORDER
The meeting was called to order at 12:00pm on October 21, 2015 in Room 2016. Dr. Will Lynch presided.

II. APPROVAL OF MINUTES
The Minutes from September 23, 2015 were approved as presented.

III. NEW BUSINESS
A. Faculty Senate
Dr. Clifford Padgett reported the following:
   i. Enrollment is up to 7,103.
   ii. The Provost is putting together a committee to perform a faculty salary study.
   iii. The university is hosting the USGFC (University System of Georgia Faculty Council) meeting on October 24. The university is looking for volunteers to help with this event.
   iv. A number of curriculum changes have come out of the UCC and all were voted on and approved. There were no changes from our department.
   v. Becky DaCruz presented a draft of the Strategic Plan for Academic Affairs. Dr. DaCruz asked faculty senators to share the strategic plan draft with their departmental colleagues for feedback.

B. General Chemistry Committee
The General Chemistry Committee is seriously considering using Open Source Textbook for the upcoming fall semester. Sapling, one of Openstax vendors, will be here on campus on November 5th, 2015 and among the issues that will be discussed is providing us with an option for continuing to use an online homework system. More information will be provided once a decision is made.

C. Safety Committee
Attached is an up-dated version of the Incident Report form. The faculty voted unanimously to adopt the updated form. For more details, please refer to Attachment A.

D. Biochemistry
i. Strategic Planning Document and Minutes
A Biochemistry program lunch was held on October 14/2015. There were approximately 25 students in attendance including a nice distribution of freshman, sophomores, juniors and seniors. The committee was very pleased with the outcome of the lunch. For more details, please refer to Attachment B.

E. Physics
i. Strategic Planning Document and Minutes are attached for informational purposes.
ii. Curriculum Changes

SCIE 3123
New courses needed to be created to address the needs and certification requirements of the new Bachelors of Science in Secondary Education. One of the needs is for an earth science class since education majors have limited access to earth based science classes, but must teach earth science. Therefore, this class will help provide content training for the pre-service teachers. Another need is the requirement from the PSC that requires content credits to be upper division. Additionally, the future teachers will be better prepared to teach the increasing number of earth/environmental science classes that are appearing in high schools across the state.

PHSC 3123
Also, a physical science class needed to be created to meet the requirements of the new Bachelors of Science in Secondary Education. For more details, please refer to Attachment C.

The faculty voted unanimously in favor of the creation of both courses.

F. December Graduates
The faculty has always met to discuss the results of the exit exam but since it is been administered twice a week now, this has presented a bit of difficulty for them to meet and Dr. Lynch has asked to be given authority to pass or fail students given the situation at hand. Ms. Carpenter proposed applying the same rule that has been used for the past couple of years. The faculty voted unanimously in favor of the motion proposed by Ms. Carpenter.

G. Safety/Security in the Building
Dr. Lynch asked the faculty to ensure that labs are properly secured and locked, especially those with valuable instruments for both security and safety purposes.

V. Dr. Robert Smith – Provost and Vice-President for Academic Affairs

VI. Announcements
A. Upcoming Dates
   i. F, Oct. 30 – Bill Pennington on Campus from Clemson
   ii. T, Nov. 3 – NSF IUSE Due
iii. F, Nov. 13 – Gamma Sigma Epsilon Induction – noon
iv. W, Nov. 18, Dept. Meeting
v. S, Dec. 12 – Commencement – 9:30 am
vi. Jan. 13, NSF MRI
A. Coastal GA-Section ACS – Oct 29, 2015 @Armstrong – 6pm
   Speaker, Dr. William Pennington
B. SAACS – Oct 30, 2015 @ noon
   SAACS – Nov, 19, 2015 @ Moon River Brewery – Trivia Night

The meeting was adjourned at 1:00pm.

cc: Dr. Jane Wong, Interim Dean, College of Science and Technology
   Dr. Brent Feske, Interim Associate Dean, College of Science and Technology
## INCIDENT REPORT
Armstrong State University  
Department of Chemistry & Physics  
11935 Abercorn Street, Savannah, GA 31419-1997  
Phone: (912) 344-3219  FAX: (912) 344-3432

### SUPERVISOR INFORMATION
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### INJURED PARTY INFORMATION
| Printed name: |
| Circle one: | Student | Employee | 907- |

For those who are neither a student nor an employee, fill in the following information.

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### WITNESS INFORMATION
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### INCIDENT INFORMATION
| Room # | Date: | Time: |

Describe how incident occurred and actions taken. Include course and description of experiment being conducted, type of incident, body part affected, equipment and/or reagents involved and contributing factors, such as slippery surface, chemical reaction, failure to use safety equipment, etc.
Attachment B

Biochemistry Meeting Minutes
October 14, 2015

Agenda

1. Minutes of September 2015 Biochemistry Meeting
   Minutes from September were approved.

2. Biochemistry Major Lunch – Review
   General satisfaction with event, approximately 20-25 students were in attendance. There was a nice distribution of freshman, sophomores, juniors and seniors at the meeting. The consensus the committee should continue this activity. There is a need for greater student interaction (get to know each other) moving forward. We will plan a November event aimed at community building and then another event in early February perhaps focused on research in biochemistry. A focus should be on professional and graduate programs as an informal poll of the students was taken and about 60% of the students were interested in professional school and 40% were interested in graduate school upon graduation. No student indicated an interest in directly entering the work-force in a bachelor’s level job at the meeting. This information will be monitored moving forward.

   Oneida Muniz and Rebekah Robinson will graduate this academic year. The number is expected to increase to 6-8 in AY 2016. Currently 58 students are declared majors.

4. Upper division courses moving forward
   The committee will ask Dr. Shank for a course proposal and also communicate with appropriate biology faculty to determine if upper division BIOL courses will be available and appropriate moving forward.

5. SC 2302 / 2301 Swap – Timetable
   Dr. Davis will set a date during finals week in December.

6. Mission, Vision Goals
   See updated MVG document below.
7. Annual Assessment Document
   The committee will produce the first Biochemistry Program Assessment
document. The committee reviewed its SLO’s and what would be included in the
document due in November.

8. BIOL / BCHM Joint Meeting
   In order to better understand content in the BIOL courses required for the B.S. in
Biochemistry a meeting will be scheduled this fall between the BCHM committee and the
appropriate Biology faculty members.
Biochemistry Program – Strategic Plan 2015-2020

Biochemistry Program Mission
The biochemistry program operates under the auspices of the Department of Chemistry and Physics at Armstrong State University. The program is committed to developing a bachelor’s degree program acknowledged and recognized around the southeast region of the United States for excellence and innovation in its curriculum, undergraduate research and graduates. The faculty are committed to exceptional teaching and undergraduate research experiences for our students to enhance the vitality of our program.

Biochemistry Program Vision
The biochemistry program at Armstrong State University is committed to being recognized in the region as an outstanding program based on teaching excellence, curriculum innovation and high quality undergraduate research and experiential activities to enhance our graduates and regional reputation.

Biochemistry Program Objectives
1. Prepare students for bachelor’s level careers as well as graduate and professional school.
2. Provide high quality and innovative classroom experiences for our students through professional development and implementation of technologies throughout the curriculum as demonstrated by assessment activities.
3. Expose undergraduates high quality research through faculty / student mentoring experiences which result in peer reviewed outcomes.
4. Pursue external funding to support excellence in curriculum improvement and research activities.
5. Promote biochemistry through professional and community activities.
6. Provide excellent advising experiences to help guide students through the program and into their chosen profession.
7. Actively market the program and maintain strong alumni relations.

Biochemistry Program Goals (2015-2020)
1. Achieve accreditation by the American Society of Biochemistry and Molecular Biology by 2020.
2. Enhance a sense of community within the program and more broadly within the department.
   a. Create a student society for leadership, networking and social advancement of students by 2017.
   b. Provide regular professional and career seminars for students through various activities.
3. Increase the profile of the program through marketing and outreach.
   a. Expanded biochemistry outreach activities to the southeast Georgia region by faculty and the student society.
b. Maintain an updated alumni database with periodic communication via electronic methods.
c. Provide alumni, students and the public with an annual newsletter updating program, faculty, student and alumni activities.
d. Enhance web presence via the departmental website.

4. Increase the number of graduates of the program to 10 per year by AY 2017 and 15 by AY 2020.

5. Increase the number of declared majors in the program to 100 by AY 2017 and 150 by AY 2020.

6. Average 70th percentile nationally on the exit exam and internal assessment outcomes.

7. 80% of graduates will get into their “chosen” fields within two years.

8. 80% of students in the program will engage in high impact experiential activities during their time in the program.
   a. Faculty will engage in undergraduate research with peer evaluated outcomes so that two publications and two professional presentations by students are averaged on an annual basis.

9. Realize external funding related to the biochemistry program of $500,000 by 2020 to enhance curricular, research and experiential activities.

10. Maintain and expand instruments and technology so students will have a state of the art educational experience.

    **Student Learning Outcomes (SLO) - BS Biochemistry**

    (March 2015)

a) Students will demonstrate mastery in the core discipline of biochemistry. *Assessment methods: Exit exam, ACS Exam in CHEM 3802 and Final Exams.*

b) Students will demonstrate mastery of the use of modern instrumentation, safe execution of biochemical experiments, data collection and analysis of results.
   *Assessment methods: Exit Interview, Laboratory Reports, Undergraduate Research (when appropriate).*

c) Students will demonstrate effective scientific communications skills in both written and oral form.
   *Assessment methods: BCHM 4501 Grading Rubric, In-Class Presentations and Laboratory Reports.*
Physics Program – Strategic Plan 2015-2020

Applied Physics Program Mission
The physics program is part of the Department of Chemistry and Physics at Armstrong State University. The program is committed to preparing students to graduate from an outstanding bachelor’s degree program recognized around the southeast region of the United States for its applied programs. The faculty are committed to exceptional teaching and high impact experiential activities for our students to enhance the vitality of our program.

Applied Physics Program Vision
The physics program at Armstrong State University is committed to teaching excellence, curriculum innovation, high quality undergraduate research and experiential activities to enhance our graduates and program.

Applied Physics Program Objectives
1. Prepare students for bachelor’s level careers as well as graduate and professional school in physics and aligned disciplines.
2. Provide high quality and innovative classroom experiences for our students through professional development and implementation of technologies throughout the curriculum as demonstrated by assessment activities.
3. Expose undergraduates to experiential activities such as high quality research through faculty / student mentoring experiences which result in peer reviewed outcomes.
4. Pursue external funding to support excellence in curriculum improvement and research activities.
5. Promote the discipline through professional and community activities.
6. Actively market the program and maintain strong alumni relations.

Physics Program Goals (2015-2020)
1. Enhance the experiential activities for students to improve the program and student engagement.
   a. Reinvent the Physics Club
   b. Increase participation and opportunities in undergraduate research and internships both internally and externally
   c. Provide professional development opportunities for students on and off campus (such as attendance at professional meetings, seminars, outreach).
2. Increase student participation in the program.
   a. Increase number of graduates per year to 7 by 2020
   b. Increase number of majors declared to 30 by 2020
3. Increase awareness, accessibility and ease of students completing a 3+2 transfer program as well as Robotics / Mechatronics track and Health Physics track.
4. Improve marketing strategies to increase awareness and number of students in the program.
   a. Enhance written marketing tools on campus.
   b. Enhance web presence and community presence.
Physics Curriculum Changes
Support the B.S. in Broadfield Science from the College of Education
October 14, 2015

SCIE 3123 Earth and Environmental Science for Secondary Education Majors 2-2-3
Prerequisite or co-requisite: MATH 1111 with a C or better and CHEM 1211 and 1211L with a C or better. Course is open only to candidates from the College of Education.

Survey of Earth materials and structure, plate tectonics, volcanoes, surface processes and groundwater, climate change, earth resources, the impact of geology and environment on society, and the impact of society on the environment.

CURCAT:
Major Department: Chemistry and Physics
Can course be repeated for additional credit: No
Maximum Number of Credit Hours: 3
Grading Mode: Normal
Instruction Type: Lecture and Laboratory
Effective Term: Fall 2016

RATIONALE: With the creation of the Bachelors of Science in Secondary Education, new courses need to be created to address the needs and certification requirements of the program. One need is for an earth science class. Education majors have limited access to earth based science classes, but must teach earth science. Therefore, this class will help provide content training for the pre-service teachers. Another need for this course is the requirement from the PSC that requires content credits to be upper division. Additionally, the future teachers will be better prepared to teach the increasing number of earth/environmental science classes that are appearing in high schools across the state.

PHSC 3123 Physical Science for Secondary Education Majors 3-0-3
Prerequisite or co-requisite: MATH 1111 with a C or better and PHSC 1211 with a C or better. Course is open only to candidates from the College of Education.

In-depth study of the physical world, society’s impact on the physical world, and the physical world’s impact on society.

CURCAT:
Major Department: Chemistry and Physics
Can course be repeated for additional credit: No
Maximum Number of Credit Hours: 3
Grading Mode: Normal
Instruction Type: Lecture
Effective Term: Fall 2016

RATIONALE: With the creation of the Bachelors of Science in Secondary Education, new courses need to be created to address the needs and certification requirements of the program.
One need is for a physical science class for College of Education majors interested in teaching science. Education majors have limited access in the curriculum to physical sciences, but must teach physical science. Therefore, this class will help provide content training for the pre-service teachers. Another need for this course is the requirement from the PSC that requires content credits to be upper division.