

**Department of Chemistry
Faculty Meeting Minutes
December 7, 2006**

Present: Babler, Ballicora, Baude, Becker, Boerger, Chiarelli, Crumrine, Dias, Fitch, Florian, Freitas, Graham, Hall (Adm Asst), Herlinger, Holz (Chair), May, Naleway, Schmeling, Szpunar, Thomas

Absent: Olsen

APPROVAL OF MINUTES OF Nov 2, 2006

The minutes were approved.

CHAIRPERSONS ANNOUNCEMENTS: DR. RICHARD HOLZ

- Department holiday party – 12/15/06 at 5:30 in LBS Atrium.
- University Holiday Luncheon – 12/12/06 at 11:30 in Halas – 2nd floor.
- Thank you to Bert Kuehlhorn and Tony Viszlay for cleaning FH-129.
- Applications for Fall 2007 for CAS are up 12% for new incoming freshman and 18% for transfer students.
- Finals must be given at the assigned time.
- The Dean's office requests that you limit the number of incompletes given to students.
- Corn Products will be donating a Perkin Elmer 5100 Atomic Absorption Spectrometer to the Chemistry Department.
- Budget report: So far we have spent 58% of our departmental budget. If we can be conservative for the remainder of the year Dr. Holz would like the people in charge of labs to put a proposal together for upgrading labs. He'd like to use 20,000 to upgrade 2 labs. If each "lab" submits a proposal than the Resources Committee can look over the proposals to determine which labs to upgrade this year. The faculty was in favor of this idea. Drs. Holz and Graham will discuss the deadline dates and make an announcement within the next couple of months.

COUNCIL REPORTS:

ACADEMIC COUNCIL – DR. GRAHAM

Nov Meeting –

- The head of the libraries was the featured speaker. Part of the strategic plan for the libraries is increasing collections and enhancing the facilities. The budget is up by 400,000. There is a 25% increase in the budget on electronic resources, more periodicals, and more electronic journals.
- Dean's report –
 - The fall 07 enrollment is looking good. The enrollments will be capped.
 - There are some supplemental travel funds for those in need.

COMMITTEE REPORTS:

ORGANIC SEARCH – Dr. David Crumrine

We received 73 applications. The top ten candidates were selected and a list of those names was e-mailed to the faculty for their review. Dr. Crumrine gave a brief background on the top candidates. The faculty were asked to rate the candidates and make comments to the committee by the end of the week. The top five or six candidates will be given phone interviews and we'll

invite four candidates to interview. We'll schedule the interviews to begin the week of January 15th. We'll try to have an offer out to our top candidate by the end of January. Thank you to all the committee members for their work on this search.

CURRICULUM COMMITTEE – Dr. Chiarelli

Dr. Chiarelli distributed a list of topics for Chem 101. The list was e-mailed to the faculty several weeks ago and Dr. Chiarelli received comments from 3 or 4 people. Dr. Chiarelli proposed that the eleven topics on the list be taught in Chem 101 (appendix 1). Proposed topics for Chem 102 were also distributed (appendix 2) at the meeting.

Dr. Holz said now that we have an outline of topics we need to look at 1) what topics does the MCAT require? 2) What topics would students need to know for an ACS assessment exam at the end of the first year? 3) What do we expect our students to know coming out of general chemistry to go on to organic and quant? Additional questions from faculty were 4) What do we want for those students who will terminate? 5) What level of textbook do we want to use?

Dr. Holz said it comes down to these questions. Do we cover less to try to have them walk away with more? Or do we try to cover additional topics, thinking that they need to have exposure to some of those things, and think that they will still walk away with everything they need to know?

Dr. Holz said that if we could get feed back from the faculty, on the topics proposed by the committee, we can take the suggestions into consideration and come back with a firm proposal for both courses. Dr. Chiarelli will e-mail the appendices to the faculty for comment. Tim Thomas will send an e-mail with the links to the ACS and MCAT websites to Dr. Holz.

RESOURCES COMMITTEE REPORT/FUTURE PLANS – DR. GRAHAM

The committee is working on finding space for the Emeritus Professors. Once this space is found Ms. Boerger will move in 200A. The space outside of 200A and 200B can be used for student consultation. They hope to have the changes in place by next semester.

OLD BUSINESS – DR. FITCH

Please send Dr. Babler any items you may have for the Department Newsletter!

ADJOURNMENT – 12:50