

Department of Chemistry
Faculty Meeting Minutes
December 1, 2005

Present: Babler, Ballicora, Baude, Becker, Boerger, Chiarelli, Crawford, Crumrine (Chair), Daubenmire, Dias, Fitch, Florian, Freitas, Graham, Hall (Adm Asst), Olsen, Schmeling, Szpunar, and Thomas

Absent: Herlinger

APPROVAL OF MINUTES OF November 3, 2005

The minutes were approved with one correction.

Chairpersons Announcements: Dr. David Crumrine

Congratulations!

- **Jan Florian** new collaborative NIH grant will be funded.
- **Parimal Sura** Graduates with Departmental Honors. Four others will also graduate.

Thank you!

- **All** for doing your TCEs early!
- **Carol Grimm** for processing the TCE sheets
- **Denise Hall, Julie Petry, and Carol** for continuing work on registration
- **Denise** for continuing upgrades to our website!
- **Miguel Ballicora and Dan Becker** for working with Tom Fitzpatrick to get equipment from Michael Reese.
- **Patrick Daubenmire, Carole Szpunar, and Mary Baude** for working on Department Assessment Plan
- **Dan B, David Crumrine, Miguel, Alanah Fitch, Jan Florian, Dan Graham, Al Herlinger, Martina Schmeling, Ken Olsen and all your students** for presenting posters at the ACS Meeting held here on Friday Nov 16!
- **Arthur Lurigio** for speaking at the ACS Meeting.
- **Bert Kuehlhorn** for setting up and taking down all the boards for the posters.
- **Dan Graham** for discussing the scholarship exam before the awards at the ACS Section meeting.
- **Martina Schmeling, Duarte Freitas, & Ken** for serving on Chair Selection Committee.
- **Ken** for writing and submitting the GAANN proposal
- **Tim Thomas** initial draft of Dept. Newsletter.

Please return the US News and World Report Chemistry Department Evaluations.

Events:

- Thur .Dec 1. Faculty meeting with Dean Crawford
- Fri Dec 2. Introduction to Research Services 1-3 pm LSB-312
- Sat. Dec. 3 Cumulative Exam
- Wed. Dec 7 Amanda Ziegler Progress Committee
- Thur. Dec. 8 Andre Palmer Univ of Notre Dame
- Fri. Dec 9 Last day of classes- ACS Holiday Party, Willowbrook Hold. Inn, Charles Casey, "Challenges for Chemists."
- Mon Dec 12 ,Tue Dec 13, Thur Dec 15, Friday Dec 16 Final Exams
- Wed. Dec 14 Reading Day Dean's Holiday Gathering Hussey Lounge 5 – 6 pm.
- Fri. Dec. 16 Departmental Holiday Party Piper Hall 6 pm. Dinner is served, but bring Desserts!
- Sat. Dec 17 2:30 pm. Honors Awards and 4 pm Winter Graduation Celebration
- Wed. Dec. 21 Faculty and Staff Christmas Luncheon 11:30 Halas Sports Center. Staff and faculty awards will be presented.
- Thur Dec 22 – Mon Dec 26 University Holiday period. Office Closed. Be certain your students are on the Admit to FH list!

- Tue. Dec 27 Office open.

Opportunity: BS/MS job at Abbott doing HPLC work. There are also dozens of internships available, applications are due in March.

Future: Second semester begins Tuesday 17 January 2006

Administrative Issues:

- 1) Today is the last day to change your healthcare parameters!
- 2) Let's all get our next semester syllabus *etc.* on Blackboard!! Many profs expressed having had prior problems with blackboard.
- 3) Spring Break Sun. March 5-12 2006
- 4) Spring Schedule http://www.luc.edu/academics/schedules/spring/academic_calendar.shtml
- 5) Journal Cancellations at LUHS <http://library.luhs.org/journalnews.htm>

Welcome Dean Crawford

Dean Crawford confirmed that a C- is a passing grade. Students must have at least a 2.00 GPA within the major and/or minor to count toward completion of degree requirements.

Dr. Olsen voiced concern regarding the direction of the department (growth of the department) stating that we have significantly shrunk from 17 tenure faculty to 12, with us currently looking for an external chair. Dr. Olsen ask Dean Crawford what his view is on the potential future growth of the department and what he would like to see in terms of the chair.

Dean Crawford stated that he would like to see our department experience a period of growth and feels we are functioning the best we can with the amount of students we teach. We are up 32% from last fall and he realizes we are working very hard. We have the continuation of the 1 year non-tenure track line for next year in which we will do a search for a tenure track position for that slot. We need a good strong doctoral program in chemistry and he encourages us to continue to request tenure track faculty. There are other needs in the College which will make it hard to have more than one or two lines each year.

Some qualities Dr. Crawford would like to see in terms of the chair is to bring someone in that will hit the ground running, a good leader, someone we think will work well in our culture, someone we all like who can represent the department, someone strong who can advocate, scholarly, and respects the importance of teaching at both the graduate and undergraduate level.

With regard to the salary we can certainly be very competitive. Drs. Fitch and Crumrine stated that we need to be competitive with regard to start up funds which is \$500,000.00 - \$600,000.00. Dean Crawford stated that this is an issue of concern. Dean Crawford said he is aware of the cost but can not say he will be able to come up with that amount of money. He suggests we go for the best candidates and inform them that we will make competitive offers.

Dr. Babler mentioned the department as a whole is still hurting in regards to our annual budget (equipment) particularly teaching. Dr. Olsen agrees and stated the Chemistry Department requested funds for equipment and was disappointed to hear our request was greater than the entire equipment budget for the college. Dr. Crawford is aware of this situation and has set aside a sizable amount of money for urgent requests.

Dr. Fitch is concerned about the resources and funding of the undergraduate research program and asked if we have a special taskforce for this program? Dr. Crawford said we do not have a taskforce and thinks it would be a good idea to establish one. We want to continue to encourage and promote the undergraduate research program. The only endowment facilitated to undergraduate and faculty research is the Mulcahy Scholarship and the college has been supplementing that. Dean Crawford is suggesting that making requests to potential friends and donors for endowments along these lines is exactly the type of thing a donor might be interested in. Dean Crawford feels the President is very supportive of the Mulcahy program and sees its importance. Dean Crawford understands the situation we are in and feels we are doing the best we can with the resources we have. He feels we do need action to help fund this initiative.

Dr. Babler mentioned that historically we had 12 ta's when he arrived with less than ½ the students in labs that we have today. Using that number as a benchmark we should have 24 or 25 ta's today. We are at half the amount of ta's and this is something a new chair will be in need of. What solutions are available? Dr. Crawford replied that we need money to support ta's. The focus is on us to secure those funds either through fundraising or gift getting or by faculty securing grants that will allow faculty to support students from the grant. Dr. Crawford suggests we talk with Dr. Attoh, Graduate School Dean, to discuss this situation in further detail.

Dr. Freitas asked if Dean Crawford can facilitate the distribution of the candidate files to the search committee. Dean Crawford replied that there are four or five applications in the dean's office and he will have copies of the files sent to us. He added that we should be assertive in our attempt to try to identify people within our field for this position. It is important that we are successful in this search.

Dr. Fitch asked about the possibility of hiring a staff person, shared between Chemistry and Biology, to maintain the instrumentation. This may be very cost effective. Dr. Crawford said this is an H/R issue and a money issue that is under consideration for next year's budget.

Dr. Crumrine asked Dr. Crawford if he heard about the plan to change the brick color of Flanner Hall. Dr. Crawford responded that he has not heard anything regarding this matter.

Committee Reports

- **Committee on Instrumentation – Dr. Graham**

Dr. Graham distributed a handout proposing several items in abbreviated form. Over the next few weeks Dr. Graham will hammer out the details so the committee can construct some policy regarding the mass spec facilities. They are working toward a greater degree of professionalism in operation and maintenance of the facility. Please give your input to Dr. Graham as soon as possible.

- **Graduate Program – Dr. Olsen**

Dr. Olsen sent the faculty information regarding the pre doctoral teaching scholars program (application due Wednesday December 14th to the department and final application is due January 5th) and the Schmitt dissertation fellowship program (application due to the department Jan 9th and final application is due January 23rd). Dr. Olsen and Ms. Petry analyzed the folks in the department and propose Christopher Malarkey and Augustine Agyeman for the teaching fellow and Prakash Sanjeevaiah and Guoyan Wang for the dissertation fellowship. Please let Dr. Olsen know if you have any others you'd like to add. The teaching fellowship can be declared a 9 month fellowship and than supplement it with ta funds to bring it up to at least as much as a regular ta-ship would be.

- **Graduate Studies Committee – Dr. Olsen**

Next meeting Tuesday December 6th at 11:30.

Council Reports

- **Academic Council – Dr. Graham**

It was announced that the number of applicants to Loyola, as of mid November, is 3,000 ahead of last year.

There is concern expressed across the college, in several departments, that seniors at Loyola feel that they are not experiencing anything special during their senior year. Other departments are examining capstone experiences. We do have research for those who want to participate. Maybe this can be something to reexamine. Dr. Olsen said that the biochem group has attempted to build that type of thing in the biochem lab. Instrumental could be a "capstone" experience for the classic major. Dr. Olsen also mentioned the idea of making the biochem lab a writing intensive course.

Dr. Crumrine said that the English department said once a faculty member takes the short course education sequence than it seems to be automatic, if you are teaching the course it than becomes writing intensive.

- Faculty Council – Dr. Fitch

Faculty Council sub committee did an analysis of faculty salaries that do not have the same coherence with the analysis from Dr. Frendeis' office. Faculty council intends to send out their analysis. The University is aware that the bumps they gave faculty were insufficient to bring us to the level of our colleagues at other universities but there will be no bumps next year because they're working on bumps for staff. They'll revisit faculty increases the year after.

The task force on shared governance (looks at how decisions have been made) was set but has not met. It is supposed to have their report by April but no one has set up a meeting because no one is really chairing it.

You can view faculty council minutes at <http://www.luc.edu/resources/faccouncil/>

New Business

Old Business

- Update regarding the students with disabilities – Ms. Boerger

Ms. Boerger was very happy to get an agreement with the office of students with disabilities that any student who gets extra processing time for exams automatically gets extra time in lab as well. It will be up to Ms. Boerger to arrange that.

An arrangement has not been made in regard to the student who is, as far as Ms. Boerger in concerned, a safety hazard. He currently is a third partner in a group of two. Dr. Olsen said that he should be withdrawn from the lab because of the safety issue. Denise Hall recommended that Ms. Boerger contact Lisa Kerr, Dir Academic Advising.

ADJOURNMENT: 1:00