

**Department of Chemistry
Faculty Meeting Minutes
October 7, 2004**

Present: Babler, Becker, Boerger, Boyd, Chiarelli, Crumrine (Chair), Dias, Florian, Graham, Hall (Secretary), Olsen

Absent: Fitch, Freitas, Herlinger, Schmeling, Thomas

APPROVAL OF MINUTES OF September 2, 2004

The minutes were approved with one correction to the Library report.

Chair's Announcements:

Congratulations!

- **Jan Florian** has hired a Research Associate, Urban Bren and a Postdoctoral Fellow.
- **Dan Becker & Paul Chiarelli** for submitting Summer Stipend Applications
- **Chicago ACS Section won 2 awards** at Philadelphia meeting Local Section/Division Interaction Award & Outstanding Performance by a local Section-Very Large Category.

Thank you!

- **Mary Boyd** responding to Core course requests.
- **Denise Hall, Bert Kuehlhorn, Tim Thomas, and Jason Ratuta** are updating the webpage.
- **Dan Graham and David C.** attended Assessment Workshop 9/13.
- **Jan Florian** for working with Prentice-Hall to get refund for students in Gen Chem.
- **David F.** has worked out details of Gradient Shimming on Inova 300.
- **Bert Kuehlhorn** for emptying boxes of journals unto FH-129 shelves
- **Prakash Sanjeevaiah** diagnosing and replacing FT-IR source on 3rd floor.
- **K. Olsen** worked on the successful Bioinformatics and Forensics programs and is generating list of needed equipment for expanded biochemistry lab. Also for instituting regular Tuesday Graduate Progress Meetings.
- **Denise Hall** planning and obtaining the refreshments for the Undergraduate Reception.

Condolences: Family of Ann Hallinan

Events:

- **Mon. Tue. 11-12 Oct.** Midterm Break
- **Tue 12 Oct SAS,** 'Spectroscopy in Forensic Science' A. Karl Larsen, Jr.,
- **Sat 16 Oct** Senior and Transfer Open House
- **Mon. 18 Oct. 3-4 pm** Open Forum on Shared Governance Issues, Bremner Lounge, Cent. Forum, Mertz Hall
- **Fri 22 Oct.** Basolo Award Malcom Chisholm of OSU 4:30 pm Lecture room 3 at NWU Tech Institute
- **Sat. 23 Oct.** Chicago ACS Section Chemistry Day at LU
- **Sat 30 Oct** Senior and Transfer Open House
- **Multiple Dates** for Peoplesoft & Blackboard training

Future:

- **Thur. 4 Nov.** Next faculty meeting
- **Sat 6 Nov pm** Next Cumulative Exam
- **Sat 6 Nov** Chicago Area NMR Discussion Group at LU (regist website will be distributed)

Questions:

- Are you willing to have Deptl. info and, perhaps pictures, in Loyolan Yearbook? Yes
- Should cooling coils in FH-428 be moved to FH0314a to help cool Florian multinode computer?
Yes
- Does anyone oppose moving the 28" face standard for hoods to 18"? No

Administrative Issues:

- Please turn in Spring Term textbook orders by 29 October!
- Academic Alert deadline (10/15-27) Drop date is 10/29
- Waste Accumulation Logs Weekly initials needed for each one. See email from B. Curtin.
- New Core, with liberal interpretation, starting next fall. See latest Phoenix.
- We should apply for Core approval for **Scientific Literacy** for Chem 101, but this will require help from Chem 101 instructors. We will also apply for Quantitative wavier using Chem 215. (Oct 1 was first of rolling deadlines)
- Assessment Workshop Issues
- Requested two new faculty for next fall (Biochemistry and Inorganic-Materials Science) No news yet.
- Changes in P&T guidelines
- Search Committee for Dean of Grad School
- New Key policies (Oct. 1 email Alert) 'No temp keys to grad students and admitting unauthorized persons'.
- Aggressive new cost transfer policies from B. Loazon email 24 Sept.
- Final Exam Schedule is different from that published in Fall course booklet! (May 9-20)
- Advising Policies Freshman New Student Advising DH-105 Upper levels @ Dean's Office. We still handle the Major.
- ACS Pubs has changed policy. Now it is cheaper to have electronic journals w/o print. Perhaps at LU in future.

COMMITTEE REPORTS

Undergraduate Studies – Dr. Boyd

There is a new University Core Curriculum. Majors can apply for waivers of various knowledge areas. Chemistry will ask for a waiver of the requirement for Science Literacy (two courses) and Quantitative Analysis (one course) for Chemistry Majors and Chemistry Minors.

We need to decide if we want to apply for core inclusion for Chem 101, 151 or 152 (by filling out a 7 page form). We can only apply for one knowledge area per course, either Science Literacy or Quantitative Analysis. Core classes can not have a prerequisite. Therefore, only Chem 101 or the nursing classes can be considered as a core class.

Dr. Chiarelli asked about Biology Majors. Dr. Boyd replied that Biology will apply for their own waiver however, according to Dr. Doering, Biology is not going to apply for Biol 101 to be a core class. Instead Biology will create core courses. Dr. Crumrine feels that we are too under staffed to create additional course however, Dr. Olsen stated that we can consider Chem 151 as a core course.

Per Dr. Doering, for students starting off as pre-med students Science Literacy will be waived as long as they take two courses in the pre-med track.

Academic Council – Dr. Boyd

- Academic Program Reviews: All departments and programs will undergo academic program review on a periodic basis. This year History, Philosophy, Political Science, and Psychology will be reviewed.

- Foreign Language Requirement: Academic Council affirmed the new foreign language requirement originally passed by council in Spring 2003. It requires entering College of Arts & Science students to take a foreign language entrance exam. Depending on the outcome of a student's exam, the student may be required to take one or two foreign language courses. This is beyond the requirements for the new University core curriculum. The previous requirement allowed students who took 2 yrs of foreign language in High School to be waived out of the requirement. Chemistry was the only department that did not vote in favor of the motion.

Dr. Olsen replied that the core will be retroactive (no one will be grandfathered) and asked if students will be grandfathered for the foreign language requirement. Dr. Boyd replied that that question was not brought up at the meeting but feels that the students will be grandfathered.

Dr. Babler asked who will teach all these additional language courses. Dr. Boyd replied that Dean Crawford has estimated that it will cost the University between \$30,000 - \$40,000 to hire sufficient part-time faculty to meet the demand.

Dean Crawford also mentioned that this year the University is addressing the compensation level for part-time faculty.

- Writing Intensive Requirements: Academic Council passed the continuation of the writing intensive requirement.
- College Level Rank Tenure and Leave Committee:
 - Additional outside letters will now be solicited for those who are going up for promotion and/or tenure. This is beyond the outside letters the departments solicit.
 - The departments are being asked to review their promotion and tenure documents to insure they are in line with the faculty handbook. Revisions are due by Spring.
- Core Curriculum: The new core curriculum requires two courses in Theology, two in Philosophy, and one ethics course that can be in either department. Theology asked the council to comment on increasing the core for College of Arts & Science students to require an additional course in either Philosophy or Theology because of their special position within a Jesuit institution. Dr. Boyd reports that everyone spoke against this proposal including Philosophy.

Graduate Program – Dr. Olsen

- Blackboard: It turns out that blackboard is an easy and good communication tool. We'd like to propose a Blackboard site for the Department in which we can then post items such as the graduate student handbook, and graduate student forms. It can also facilitate easy communication within the department because you can have separate e-mail groups. This will allow faculty to contact all or certain students and make announcements etc. Dr. Olsen said he would be happy to get this together.
- Graduate Programs: The one program that was held up as the guiding light of the Graduate School at the Deans Convocation was the MA Program (Master of Arts in Medical Science) in the Biology Department for pre-meds. Dr. Olsen suggests that the Chemistry Department begin thinking of ways to increase our enrollment in our Masters Program. This will help to defend our Ph.D. Program. Dr. Olsen will ask the committee to look at the possibility of a BS/MS Program. We have already had a number of students do this type of program. We also would like to look at the possibility of putting out more ads for the MS Program.

- Centers of Excellence: Fred Kniss, Interim Graduate Dean at Graduate Council said to get proposals ready because when the administration requests proposals we will have a short period of time to submit them. It appears what they are looking for are interdisciplinary type proposals. A proposal that generates a center of excellence that involve people from other departments, possibly other campuses. There will probably be a limited number of centers therefore, we should propose a couple at best. One obvious center is environmental. Dr. Olsen stated that when he mentioned this to Dr. Doering, Dr. Doering said that was well on the way. Dr. Olsen said that we didn't hear anything about it. Dr. Crumrine will find out what exactly Dr. Doering meant. Another center that had been discussed is computational biology or bioinformatics. Are there any other centers we would like to put together? Dr. Boyd mentioned that the DARPA proposal divided the chemistry and biology faculty into groups that would translate into a possible center. Dr. Florian asked what would happen if we don't get any centers of excellence? Dr. Olsen replied that the impression is that those departments with centers of excellence are more likely to get a faculty hire. Dr. Chiarelli said he was at that meeting and that Fr. Garanzini made a clear point that graduate schools and graduate programs will be linked to undergraduate enrollment and said we will increase in TA's in the coming years.
- Program Reviews: The graduate dean made a point of getting some graduate school representation on the administrative committee. The types of questions we will be asked are; Where the department is going in view of Loyola's mission; What resources does this department need to go that way; and Can we afford to do it? This process will be repeated every five years.

OLD BUSINESS

- Diesel Fumes: If you smell diesel fumes please report them to Dr. Crumrine. Dr. Becker suggests going to the health center to report it. Dr. Babler suggests giving the documentation to the University Safety Committee. The meeting is next Thursday and 10:00 – DH – 147. Dr. Florian reports that in the winter the busses stand idle and the diesel fumes get sucked into the building. Dr. Olsen said that this may not happen this winter because of the new busses.
- Library Report Correction: Dr. Becker addressed a correction to the September 2, 2004 minutes where, under Library Report, bullet point number five states "The current trend is Online journals. Print will be cancelled if online is available." Dr. Becker said that Meris did not say that print will be cancelled. Dr. Boyd stated that the context was different. Dr. Crumrine reports that he and Dr. Boyd had a subsequent meeting with Meris in which she said that the ACS has changed its policy. You no longer have to have the print addition to have electronic. We have more electronic than print anyway but the library wanted to know if in the future we would agree to this. Our reply was that in selective cases we might. Dr. Crumrine suggested the minutes be changed from will be cancelled to may be cancelled. Dr. Boyd added that Meris said if we were asked to cancel print what would we want to do? Dr. Boyd replied that she needs to tell us how much money they want us to cut from our budget and let us decide if we want to do it by canceling all print ACS journals or by selecting other titles. There are other titles that we have both print and electronic.

ADJOURNMENT: 12:30