

**Department of Chemistry
Faculty Meeting Minutes
September 2, 2004**

Present: Babler, Becker, Boerger, Boyd, Chiarelli, Crumrine (Chair), Dias, Fitch, Florian, Freitas, Graham, Hall (Secretary), Mandernach (Librarian), Olsen, and Thomas

Absent: Herlinger, Schmeling

Library Update – Meris Mandernach

- Passport is the new system that allows you to get into any Jesuit Library in the US.
- Digital Reference is available through the Association of Jesuit Colleges and Universities (AJCU) consortium at <http://ask.libraries.luc.edu> This online chat service is monitored by librarians 24 hours a day/ 7 days a week.
- The Science Library is remaining where it is at least until next May. Some items will be placed in storage in the basement of Sullivan. Meris will keep us posted as more information becomes available.
- Filter book requests through Dr. Boyd.
- The current trend is Online journals. Print may be cancelled if online is available.
- Book budget – flat budget this year = 5% loss.

APPROVAL OF MINUTES OF May 13, 2004

The minutes were approved with one abstention.

Chair's Announcements:

Welcome:

- **Daniel Becker**, Organic Chemist
- **Simona Dragan**, Lecturer in General Chemistry
- **Conrad Naleway**, Lecturer in General Chemistry
- **Pam Bradley**, Research Services
- **Dr. Judith Brown**, Tutoring, New Student Advising and University Academic Support
- **Nicole Lassahn**, Assistant Dean, Graduate School, (replaces Doug Davis)

Congratulations!

- **Flanner Hall Renovation is over!**
- **Alanah Fitch** NSF Fellowship to Africa, Plenary talk at Council for Undergrad. Res. In June, Invited talk at Electrochemical Society Meeting, Reviewed Brooklyn College Chemistry Program
- **Jan Florian** NIH Program Project Subcontract & Invited talk at Philadelphia ACS Meeting
- **Duarte Freitas** is a member of the Research UPC
- **Ken Olsen** is a member of the Academic Affairs UPC
- **Mary Boyd** Invited Paper at Philadelphia ACS Meeting
- **Peter Zalupski** Travel grant from Graduate School and Paper at Philadelphia ACS Meeting
- **Marian Adly** Fulbright Fellowship to Toronto.
- **Vlad Zhukhovvitsky** is working for Pfizer at Groton, Co Vlad_Zhukhovvitsky@groton.pfizer.com

Thank you!

- **Teresa Woyczynski** for directing and **Ken** for being departmental spokesman for the 3 year FH renovation!
- **Everyone** for enduring this long summer of renovation work esp. where it interfered with your lab and research!
- **Denise, Carol, Julie** for facilitating Registration
- **Julie & Ken** for organizing the new Graduate Student Week (5 new PhD students & 2 MS)
- **Denise** for completing the ACS Annual Report

- **Bert** for continued work on rearranging after renovation
- **Paul** for presenting papers at ASMS and the Philadelphia ACS Meeting
- **Dan & Mary** for expressing worries about Science Library Issues at committee meetings
- **Mary** for organizing summer REU experience
- **Jim & Tim** for presenting safety lectures on New Grad Student Week.
- **Tim** for filling magnets etc. this summer while David F. was in the hospital.
- **Duarte & Ken** for picking up slack in Biochemistry teaching this fall
- **Dr. Htin Kyaw (Zaw)** of Decode Genetics for directing the Gemini 300 to our department. (Postdoc. of Dr. Henry)
- **David F.** for personally moving the new Varian Gemini 300 that will be put in the new Life Sciences Bldg.
- **David C.** attended 7th ISJACHEM Conference in Namur, Belgium in July.

Events:

- **Multiple Dates for Blackboard training** - see email to be forwarded.
- Wed Sept. 8, 3-5 pm, President's State of University Address, TBA
- Sun. Sept. 12, 4 pm Mass of Holy Spirit (W. Robes for procession), Gentile Center
- Mon. Sept. 13, 4 pm Dean's Faculty/Staff Convocation, Crown Auditorium
- Thur. Sept. 16 3:30 pm Kultur & Kaffee, Reaching for the Stars: D'Arcy Museum
- Mon-Thur Sept 27-30 Discover Yourself in Science Week 3:30 to ca.5pm – Announce to Classes
- Sat. 2 Oct. 1 pm First Cumulative Exam. Please plan your divisional sequences.

Future:

- **Thur. 7 Oct.** Next faculty meeting
- **Mon. Tue. 11-12 Oct.** Midterm Break
- **Mon. 11 Oct. Deadline for Paid leave and Summer Stipend Applications**
- **Sat. 23 Oct. Chicago ACS Section Chemistry Day at LU**
- **Sat. 6 Nov.** Chicago Area NMR Discussion Group at LU

Administrative Issues:

- Dean Crawford's announcements for new term
- Minus grades now in force. The grading scale is not retroactive.
- Any changes in P&T guidelines should be submitted by 24 September
- Search Committee is forming for VP of Research
- Requesting two new faculty for next fall (Biochemistry and Inorganic-Materials Science) tie in with Center of Excellence.
- Undergraduate committee should consider applying for Core approval for Quantitative Analysis and Values approval for Environmental and Instrumental Analysis classes. (Oct 1 is first of rolling deadlines)
- The Committee Assignments will be distributed later this month.
- Class/Holiday issues on Sept. 16-17
- Final Exam Schedule is different from that published in Fall course booklet!
- Advising Policies Freshman New Student Advising DH-105 Upper levels @ Dean's Office. We still handle the Major.

Faculty Comments:

- Dr. Fitch suggested the department get together to discuss what we think is an appropriate "work load" and present it to the Dean.
- Mr. Thomas and Ms. Boerger requested that the Lab Coordinators receive a job description.
- Faculty members teaching in FH-133 find the noise level has increased this term due to the tables and chairs now located in the foyer. This can be disruptive to the classes in 133.

- Dr. Olsen suggested we begin thinking about where we want to promote “Centers of Excellence” and “Cross Departmental Centers of Excellence”. This will help us secure funding. Dr. Crumrine mentioned an “Environmental Center”.

COMMITTEE REPORTS

Graduate Program – Dr. Olsen

Cum Exams – Please provide Julie with your division’s cum schedule. The Inorganic Division is down to one professor. Dr. Freitas will write one Bio/Inorganic exam. If Dr. Herlinger writes three exams then the four Inorganic Cums, spaced out, should be enough for this crop of students.

Scheduled progress committee seminars have been implemented this term. The seminars will be held on Tuesday in FH-129 at 11:30. The schedule has been put in your mailboxes. Dr. Boyd requested the students post the title of their talk and submit a report to their committee members one week before the seminar.

Faculty Council – Dr. Fitch

Faculty Council is trying to redefine who they are in the new structure known as the shared governance system. The issues being discussed are the schedules and the display of arrogance by the administration in changing things around. Things are moving way too fast. The library employees had no input regarding the changes taking place in regard to the library. The Council is setting up University Coordinating Committee’s (UPC). Dr. Olsen added that Dr. Freitas is a member of the Research UPC and Dr. Olsen is a member of the Faculty Affairs UPC. These were appointed positions.

NEW BUSINESS

Room 106

Should the front half of room 106 be locked? After much discussion it was decided to give the “open door” policy a trial run. We’ll leave the door open during regular business hours 9:00 – 5:00 M – F.

Departmental Website

Dr. Freitas would like to encourage the Department to update our webpage. The faculty agreed. We will discuss this further at the October meeting.

Elmo

Dr. Freitas would like the Department to buy an Elmo projector. The faculty agreed.

Parking

Many faculty found parking to be difficult this first week of class because the gates were open to allow students to park to buy books and pay fees. The faculty request Dr. Crumrine please inform the administration that at least one lot should be assigned for faculty only so they can get to class in a timely manner.

C- Grade

Dr. Crumrine would like the Undergraduate Committee to look into the C- policy and we’ll discuss it at the October faculty meeting.

ADJOURNMENT: 12:45