

Chemistry Dept Meeting Minutes
September 16, 2015 3:00 – 5:00 pm

Present:

| | | | | | |
|-----------------|------------------|-----------------|------------------|-------------------|---------------------|
| Terri Beam* | Jenny Chen | Todd Clements X | Eileen DiMauro X | Kamran Golestaneh | Kenny Huang |
| Jenny Leung | Iraj Nejad | Charles Newman | Thang Nguyen | Janet Truttmann | Jody Williams Tyler |
| Tatiana Lopez X | Steven Bernard X | Andrew Kochi X | | | |

X absent, *taking minutes

| Item | Topic | Outcome |
|------|--|---|
| 1 | Announcements/Updates | Dept agreed to hold dept meetings in a different room than 7-2123 (too uncomfortable on stools instead of chairs). Jenny and Jody encourage all dept faculty to add any agenda items to their monthly private chairs meeting with the deans (2 nd Thursday of each month). |
| 2 | Review/approve September 2, 2015 mtg minutes | Minutes were approved as amended. |
| 3 | Stockroom Forum | No items since stockroom technicians not at meeting. |
| 4 | Spartan licenses | \$3500/year for software licenses, includes FT faculty licenses, adjunct faculty licenses and student licenses. |
| 5 | New faculty position requests | Jenny and Jody drafted 3 different requests for new fulltime faculty positions – 1 for replacement of Karelyn's position, and 2 new growth positions. The drafts were amended, and further revisions will be made by Jenny before the forms are submitted. Jenny L to email last brochure and final drafts of the forms before next dept meeting. |
| 6 | Articulation with CSU-San Marcos | None of CSU-San Marcos courses are equivalent to our courses. |
| 7 | Family Science Festival | Dept agreed to host this event on November 14 th , and approved \$500 of dept funds for this event. Faculty committed to attending event: TN, JL, ED, Kay Dutz, David Srulevitch. |
| 8 | Winter 2016 schedule | Dept agreed to not offer Chem 50 during Winter 2016, but will add a Chem 50 course during Spring 2016. Dept will add another Chem 40 to Winter 2016 schedule. |
| 9 | Concurrent enrollment in Chem 51 and Chem 80 | The dept agreed to enforce the prerequisite of completing Chem 51 in order to enroll in Chem 80 (no concurrent enrollment in both Chem 51 and Chem 80). |
| 10 | ACS Green Chemistry Education Roadmap Initiative | Iraj is on national committee and will report back to us on the progress of this initiative. |
| 11 | Sustainability | Kamran introduced the topic and described the task group's activities on campus. He encouraged the dept to include more focus and effort on sustainability, and to report our efforts in this year's PIE. One way to encourage students to be aware of sustainability is to include STEM students in working on the campus's Climate Action Plan. Terri mentioned that the Chem 50H project this semester will focus on sustainability. |
| 12 | Chem 40 lab manual | Day & Nite will publish the Spring/Summer 2016 Chem 40 lab manual. A timeline for the lab manual production was created: <ul style="list-style-type: none"> • Submission of any new experiments – end of 10th week (Oct 30th) • Review, revision, and inclusion into pool of available experiments for manual – end of 13th week (Nov 20th) • Creation of Spring/Summer 2016 lab schedule and contents of lab manual – end of 13th week (Nov 20th) |
| 13 | Open Mike | No items. |

Next dept meetings: 10/7, 10/21, 11/4, 11/18, 12/2, 12/9 (optional)

Other meetings: