

- I. A meeting of the faculty of the Department of Biological Sciences was called to order at 12:33 p.m. on Tuesday, December 5<sup>th</sup>, 2017 in MO 451 by Dr. Don Hauber.
- II. Faculty present: Anderson, Barnes, Barrilleaux, ~~Beard~~, Bucolo, Chiasson, ~~Don~~, Hauber, Hood, ~~Jordan~~, Mix, Myers, Rieckoff, Thomas, ~~Tobler~~, Wolfe.
- III. DSAC representatives: Julia Racine and Arden Lagrone.
- IV. Minutes were approved for the November 14<sup>th</sup> meeting with one abstention.
- V. Announcements
  - A. Good news round robin:
  - B. The department Christmas lunch will be held on Friday, December 8<sup>th</sup> at Deanie's. Departure from campus will be at 12:30. (Don)
  - C. Biology Research Seminars: Three speakers have been scheduled so far. Room reservations have been split between MO 152 and MO 610 for the spring semester.
  - D. Health Career Seminars: Tish will handle the seminars for the spring. She is working on the schedule and will get it to Don.
  - E. DSAC update: Julia attended the meeting with advising being the most discussed topic. The students want to know how and when to schedule advising and guidelines for registering. They also want LORA to be updated so that it will show when specific classes will be offered again as many are not offered every semester.
  - F. DAC update: Faculty evaluations are due December 23<sup>rd</sup> in bullet format. The Provost is targeting 835 incoming freshman by fall of 2018. The J term has been shelved for now. The Ignatian Program will not be repeated for F18. They are soliciting students now by buying ACT records and are now targeting specific ones as students show their interests. Getting tracks in Biology is helpful. The Provost is not doing a lot of chopping on stipends for the chairs. Music and Fine Arts has merged with Mass Communication. Issues with the Academic Honor Code have mostly been plagiarism as some early students seem to not know what it is. In FYS, we go over plagiarism with slides and then take an assessment. Not all are going through this but are doing the assessment. You must turn in your real syllabus with your evaluation.
  - G. Spring/Summer schedule update: Two Microbiology courses have been opened with some waitlisted. Try to schedule a science in context course before we open another section.
  - H. Faculty Search update: Tish's replacement has been approved and Don is ready to place the ads. The review process for applicants will begin by January 20<sup>th</sup>.
  - I. Updating department website, faculty blurbs; using listerv: NA
  - J. Other Announcements: The poster session for BioInquiry and Foundations in Environmental Science will be this Thursday from 12:30-1:30 pm on the 4<sup>th</sup> floor in Monroe Hall.
- VI. Old Business:
  - A. Protocol update: E.L. Beard Professorship: Discussion occurred regarding who will receive the professorship and possible ways to arrive at the decision. Don will send a short survey via email to the faculty. Chairs will be submitting protocols on Google

Drive. Discussion occurred regarding the Provost deciding the course load for faculty and how he will arrive at those decisions.

B. Equipment & Space committee: NA

C. New course proposals: NA

VII. New Business:

A. Toxicology course proposal: NA

VIII. The meeting was adjourned at 1:54 p.m.