

Biological & Environmental Sciences

Faculty Meeting

September 26, 2013

• Minutes •

In attendance: L Lemanski, D Dees, V Cheriyaath, S Gossett, H Fox, J Slovak, D Choi, L Lyman-Henley, J Kopachena, I Khan, S Osgood

1) **Discussion—Larry Lemanski**—Dr. Lemanski reviewed several topics:

- a. **Police lines:** It is important for faculty, staff and students to not cross police lines when an area is roped off with police tape and/or barricades as it was after the recent chemical spill. Crossing police lines is against the law.
- b. **Royal Roar:** The Royal Roar is being held this year at the Hilton Anatole in Dallas, where Dean Blount has a table reserved. Chip Fox will be there and others are encouraged to attend. The Royal Roar is an annual celebration recognizing donors and students.
- c. **May-mini, August-mini, Winter-mini:** Biology has not been offering classes during mini-mesters. Dr. Lemanski asked faculty to submit ideas for courses/offering during mini-mesters to help increase the number of students coming to the University.
- d. **Enrollment:** 2013 marks the first year of declining enrollment in recent years at A&M-Commerce. Graduate programs have experienced the biggest impact, especially since funding for graduate students contributes significantly to the University.
- e. **Indirect cost accounts:** Funds remaining after the end of the year in indirect cost accounts may be taken and used for other university needs. Faculty will review their research accounts to make the best use of any remaining funds. Doyce will provide Dr. Lemanski with a printout of balances of BESC indirect cost accounts.
- f. **Email signatures:** All sayings, quotes, etc., need to be removed from university email signatures. This is a recent directive coming from TAMU System.
- g. **HEF—Funding** was approved for the following expenditures in Biology during FY14:
 - \$ 1,075..... washer
 - \$ 900dryer
 - \$15,000..... LN2 generator
 - \$15,604..... incinerator (Doyce negotiating due to strict EPA regulations on burning carcasses)
 - \$ 6,050..... inverted microscope
 - \$ 1,000..... refrigerator
 - \$ 2,000..... Spec 200The cage washer for the ACF was funded separately. Doyce explained that new controls may be purchased for the obsolete machine now in the ACF. Due to being larger in size, newer equipment cannot be accommodated by the Science Building. This will be reviewed further.

2) **Open Forum—**

- **Faculty Workload**—Chip Fox reviewed the revised workload credit, which provides increases for Fall 2013 as listed, below:
 - Venu Cheriyaath: 13.4 → 18.9
 - DongWon Choi: 10.3 → 14.3
 - Jeff Kopachena: 12 → 16
 - Izhar Khan: 7.84 → 13.34
- **Science labs**—The Department needs to educate those in the University not familiar with assorted science labs. A science lab differs significantly from, say, an English lab. Also, an environmental science lab may differ significantly from a freshman biology lab. Doyce will

compose a report after gathering faculty email containing their thoughts and numbers regarding science labs.

- Graduate student statistics—When reviewing spreadsheets with graduate student information, Lani Lyman-Henley said we need to take into consideration that online graduate students are not, nor can they be, graduate assistants.
- Doyce will determine how many dollars are now generated that were once considered course fees and supply this information to Dr. Lemanski.

Prepared by Susan Osgood 9/27/2013
Susan Osgood date

Approved by Larry F. Lemanski 9/27/13
Larry F. Lemanski date