

Biology Faculty Department Meeting

♦ MINUTES ♦

November 6, 2013

1. **eCollege Courses**—*Larry Lemanski*—Dr. Lemanski asked all faculty to read and be aware of the email regarding faculty submission of Spring 2014 course shells. Spring 2014 course copy deadline is December 16, 2013. (memo attached)
2. **Alumni Ambassador Forum**—*Larry Lemanski*—Wayne Davenport (wayne.davenport@tamuc.edu) and Alton Biggs (altonb@ix.netcom.com) are good contacts to suggest nominees for this year's Biology Alumni Ambassador. The Alumni Ambassador Forum honoring graduates and their academic program is scheduled for Thursday, February 27, 2014. Biology will be provided one complimentary ticket. Faculty are encouraged to attend by purchasing a ticket on sale from Jan. 2-Feb. 20 for \$15 from the Alumni Office. (documents attached)
3. **Spring 2014 Semester Courses:** Proposed faculty and Graduate Assistant Assignments—*Jeff Kopachena*—Faculty members reviewed the Spring 2014 requests for proposed faculty (adjunct and ad interim) and graduate assistantships. Dr. Lemanski asked faculty to send Dr. Kopachena specific descriptions of projects and research opportunities for GA positions to be advertised. Jeff will talk with the Graduate School about securing funding needed. (documents attached)
4. **Adjuncts/Ad Interims/Tenure-Track Searches**—*Larry Lemanski*—
Adjuncts/Ad Interims: What were formerly considered Adjunct positions in Biology may now need to be changed to Ad Interim positions to accommodate the Board's decision to raise Adjunct's percent effort to 20% (6.67% per sh) for each 3 sh class. If an adjunct has a percent effort greater than 50% during one semester, he/she must have a percent effort less than 50% the next semester. Under limited circumstances, some adjuncts are allowed to be above 50% for consecutive semesters, making them benefits eligible. Teaching a 4 sh course in Biology has a larger percent effort, resulting in fewer classes for each adjunct or the change to an ad interim position. (document attached)
Tenure-track Searches: Updates on the four tenure-track positions now open in Biology:
--*Wildlife Ecology and Conservation Biology (R04156)*: doing initial screening for 31 applicants, only 28 qualified
--*Environmental Toxicologist (R03088) (RA)*: ready to schedule phone interviews
--*Environmental Hydrologist & Geologist (R00596)*: ready to schedule phone interviews
--*Biomedical Scientist (R05163)*: screening 17 applicants, phone interviews to take place at end of fall semester, position now closed but can be reopened
5. **Graduate Student Recruitment/Graduate Assistantships**—*Jeff Kopachena*—Dr. Kopachena addressed the need to recruit new Biology and Environmental Science graduate students. Four positions remain vacant on the Spring 2014

schedule and four positions are needed for the four new tenure-track faculty to be hired soon. Jeff will work with departmental faculty to compose specific job descriptions for research and teaching opportunities.

6. **FLEX courses submitted**—*Larry Lemanski*—As requested by the University, FLEX courses for Spring 2014 include:

Biology

One undergraduate and four graduate FLEX courses

--BSC 256.01W, Medical Terminology (online), Gossett

--BSC 521.01W, Epigenetics (online), Cheriya

--BSC 537.01W, Behavior and Conservation (online), Kopachena

--BSC 597.01W, Special Topics: Human Physiology (online), Slivkoff

--BSC 589.01W, Literature Study in Biology (online), Choi

Environmental Science

FLEX courses continue for students seeking a Graduate Certificate in Environmental Science. They have one year to complete each course and Dr. Chip Fox is their instructor.

7. HEF funds-Where are we now?—*Doyce Dees*—Doyce Dees provided updates:

\$ 1,075 washer—[now on bid, Doyce creating requisition soon](#)

\$ 900 dryer—[now on bid, Doyce creating requisition soon](#)

\$15,000 LN2 generator—[now have quote, Doyce is ensuring that no other vendors have better offer before creating requisition](#)

\$15,604 incinerator (Doyce negotiating due to strict EPA regulations on burning carcasses)—[Doyce will not purchase due to red tape, may instead purchase projectors for classrooms STC 210 and 325](#)

\$ 6,050 inverted microscope—[Dr. Cheriya will provide justification for a microscope with better quality optics, possibly closer to the \\$10,000 range](#)

\$ 1,000 refrigerator—[now on bid, Doyce will create a requisition soon](#)

\$ 2,000 Spec 200—[Doyce will order soon](#)

The 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 elevators. [This will be reviewed further by Dr. Lyman-Henley and Doyce Dees as vendors come to campus on November 11, 12 and 20 to provide estimates on refurbishing and/or new equipment.](#)

8. **National Academy of Science Summer Institute Training**—*Jeff Kopachena and Venu Cheriya*—Dr. Kopachena and Dr. Cheriya noted that it would

be an excellent idea for more faculty to participate in the training this summer at LSU in Baton Rouge, LA. Information regarding details will be sent by LSU in the spring. Dr. Lani Lyman-Henley and Dr. JP Slovak would benefit by the large amount of emphasis in the program on working with freshmen students. Dr. Choi is also interested. Dr. Kopachena will check with the dean and provost about travel funding. Also, Boot Camp for incoming freshmen, a 10 day program for students transitioning from high school to college, is being considered for the TAMU-C campus.

Dr. Kopachena and Dr. Cheriya will schedule a meeting with LSU leaders to provide more information for the TAMU-C provost and president to consider the value and logistics of conducting a boot camp at TAMU-C. The

next step will be to talk with campus housing and cafeteria to reserve dorms and meal plans.

9. **Classroom Clickers**—*Venu Cheriya* and *Jeff Kopachena*—In Spring 2014, Dr. Kopachena and Dr. Cheriya will pilot the classroom clickers in ornithology and cell biology courses. 120 clickers have been ordered and training will be provided on January 6, 2014 when they arrive on campus.
10. **Committees**—*Larry Lemanski*—Updates follow:
 - a. Faculty Search Committees—Committee updates given in item 4, above.
 - b. Graduate Recruitment/Admissions Committee—[target thesis students](#)
 - c. Space Analysis/Allocation Committee—[Drs. Kopachena, Khan, Cheriya and Lyman-Henley will receive the charge for the committee from Dr. Lemanski. The committee will then evaluate current space and how it may be reallocated for joint use and to accommodate new faculty as well as new graduate and undergraduate students.](#)
 - d. Seminar/Mendel Society Program Committee—*Venu Cheriya*, head—[Drs. Kopachena, Lyman-Henley, Slovak and Cheriya will plan a year of activities for the Mendel Society and create a Facebook page. Program input will be considered from people in other areas. As part of their ongoing education, there will be an expectation for every grad student to attend/participate.](#)
 - e. Mission/Strategic Plan/Program Assessment Committee—[Dr. Lemanski will head the committee consisting of all departmental faculty in creating a mission/strategic plan based on the university's strategic plan.](#)
11. **Gee Library Faculty Pub Conference Series**—*Jeff Kopachena*—Participation and attendance is encouraged in the Pub Conference Series. Dr. Lemanski is to speak February 21, 2:30-3:30 in SRSC Innovations A.
12. **Website Update**—*Susan Osgood*—Faculty members will review the departmental website and submit any revisions/changes to Susan.
13. **Pathways Symposium, Texas A&M University, Kingsville**—*Venu Cheriya*—Several students are representing TAMU-C in the Pathways Symposium, in Kingsville, Texas during Thursday and Friday, Nov. 7-8, 2013. Dr. Cheriya will accompany students on the buses and during the conference. Dr. Lemanski will serve as a judge for the competition.
14. **CoSEA Executive Council Agenda**—*Larry Lemanski*—Dr. Lemanski shared the CoSea Executive Council agenda along with his whitepaper, "Possible Biomedical Emphasis in Biology and Environmental Sciences." (documents attached)
15. **Open Forum**
 - a. List of graduate students—expected graduation dates were discussed and faculty will be emailed the completed list (document attached)
 - b. Wine and cheese event Heritage House for Junior Faculty—the reception for Senior Faculty will be this afternoon, Wed., Nov. 6. The Junior Faculty reception is scheduled for Monday, Nov. 11, 4:30-6pm, also at the Heritage House. The President Jones and his wife, and Provost Benavides and his wife are hosting the receptions.