

Minutes

PALS Joint Faculty meeting, August 22, 2005, 1 PM

PRESENT: Anders, Bala, Benson, Billiot (E), Billiot (F), Blount (GP), Blount (KP), Buck, Cammarata, Causgrove, Chopin, Cook, Eichhubl, Fox, Grise, Hickman, Jensen, Lamm, Larkin, Lehman, Loter, MacDonald, McKee, Mott, Moury, Naehr, Overath, Reid, Samocha, Shirley, Silliman, Smith, Smith-Engle, Southard, Strychar, Stunz, Thomas, Thompson, Tissot, Tunnell, Vassell, Waldbeser, Withers.

1) Welcome Back Announcements and Introductions:

- New Faculty introductions: David Grise, BIOL
Deborah Overath, BIOL
Tom Shirley, HRI
Kevin Strychar, BIOL
Jack Southard, CHEM
- Welcome Back Joe Fox!
- Campus Campaign pledges
- Janice Heinhold (webmaster) in ST-313: stweb@sci.tamucc.edu

2) Equipment, labs, field vehicles, and ordering.

- _____ New payroll system called EPA going into effect.
- _____ Fall 2005 Field Trip requests to Frank McDaniel now. If you are taking Field Trips, you must be charging a *Field Trip fee*.
- _____ PTRs for adjuncts and TAs also going electronic. Please have all of your people **double check** their PTRs with Jere.
- _____ Lab use request forms for scheduling non-SIS activities (Steve)
- _____ Reminders: A) You must have a purchase order issued BEFORE you place an order.
B) You cannot "add" items to an existing PO.
C) Items must be officially "received".
D) You must file a OTR before traveling on state business.
E) Professional Behavior, Hypersensitivity, Student Privacy

3) Program Announcements:

Current Enrollment figures & CHEM, Joe Loter	BIOL, Joanna and Graham
BIMS, Dave	ESCI, Jennifer
GEOL, Thomas	MARI, David
PHYS, Bala	Pre-Pro, Suzzette
SMTE, Philippe	TxCETP, Kit

4) Faculty Senate Preview and Issues Discussion – Gregory Buck.

5) Fall 2005 TA [Assignment Report](#) (Lillian). **Lillian reported 39 offers made this semester.**

6) Get your research requests ready! Some Deadlines.

- _____ 8/31: Texas Excellence Fund Notice of Intent letters due
- _____ 9/9: Spring 2006 Provost's Research Release applications due to dean's office.
- _____ 9/19: Texas Excellence Fund Proposals due
- _____ 10/21: Catalog revisions for 2005-2006 due to Dean's Office.
- _____ January 2006 Goals and Objectives due by mid-January 2006.

7) PALS [Elections](#) for 2005-2006, Jennifer

University Research Enhancement Committee (to serve on both College and University level committees:
Joe Fox till 5/7.

S&T Research Enhancement Committee: Thomas Naehr till 5/7.

S&T Awards Committee: Tim Causgrove till 5/7.

Reiteration of S&T P&T Committee terms: Chopin through 5/6

Loter through 5/7

McKee re-elected today – through 5/8.

8) Beginning of the year checklist. All items are due by 12th class day - September 9th:

_____ Travel Requests for 2005-6 to Grady.

_____ Standard materials needed by Jere:

Outside Employment forms.

Syllabi turned in. Send as a MS Word-formatted email attachment.

Send current vitae as MS Word-formatted email attachment.

Updated personal information (addresses, home phones, cell phones).

_____ Update 2-year course planner. Coordinators will send changes to Joe Loter.

_____ Office hours posted on office door (at least 2 per week).

_____ New course proposals for Spring and Summer 2006 to be considered at September meetings..

_____ Everyone should be subscribed to the "pals", "palsfac", and "scitech" list-serves:

Write the word "subscribe" in the subject line and send an individual email to

scitech-list-request@sci.tamucc.edu (all of the College of S&T)

pals-list-request@sci.tamucc.edu (all of PALS: faculty, staff and students)

palsfac-list-request@sci.tamucc.edu (PALS faculty)

palsfacg-list-request@sci.tamucc.edu (PALS graduate faculty)

mailto:phdfac-list-request@sci.tamucc.edu (PhD Faculty)

Be sure to send the request from the account you wish to subscribe. You must then respond to the confirming email you will receive. NOTE: These are “nested” lists.

9) Faculty development service opportunities: Volunteers for Chair Intern Positions

New Faculty Mentoring

Grise: **Chopin**

Overath: **Cammarata**

Strychar: **McKee**

Southard: **E. Billiot**

Spring and Summer 2006 Scheduling

Computer Inventory & Upgrading

Catalog revisions for 2006-2007

Travel allocations and prioritizing

NOSB Coordination

Stewardship of Public Lands/ADP

Larkin

Withers

Naehr

Silliman

Cammarata, Lehman

10) Setting up our meeting schedules for the year:

• Monthly Program Faculty Meetings

variable by program

• Monthly Program Coordinator meetings

1st Friday 1PM, hence 9/2

• Monthly PALS faculty meetings

2nd Friday 2PM hence 9/9

PALS Graduate Faculty Agenda

PRESENT: Benson, Blount (GP), Blount (KP), Buck, Cammarata, Causgrove, Eichhubl, Fox, Grise, Hickman, Jensen, Larkin, Lehman, MacDonald, Mott, Moury, Naehr, Overath, Shirley, Silliman, Smith, Smith-Engle, Southard, Strychar, Stunz, Thomas, Tissot, Tunnell, Waldbeser, Withers.

1) Consideration of new graduate faculty:

Dean appointments for Grise, Overath, Strychar, and Southard.

Appointed by Dean Smith-Engle to initial 3 year terms

2) Nomination of [Richard McLaughlin](#) and [Tom Shirley](#) for Graduate Faculty membership.

Both elected to normal 5 year terms.

3) Setting up our meeting schedule for the year.

- PALS Graduate Faculty meetings will be Every other 1st Friday at 2 PM, hence 9/2

REM: Any new class proposals for Spring or summer 2006 must be presented on 9/2.

PhD Faculty

PRESENT: Benson, Blount (GP), Blount (KP), Cammarata, Eichhubl, Fox, Hickman, Larkin, Lehman, Mott, Naehr, Sadovski, Shirley, Silliman, Smith, Smith-Engle, Strychar, Stunz, Tarazaga, Tissot, Tunnell, Waldbeser, Withers.

1) Admitted students for first semester:

John Adams (Fall 06)
Maggie Dalthorp
Oscar Garcia
Conor McGann
Kevin Nelson
Robert Webster
John Wood
William Wright

2) Initiate membership process for [Richard McLaughlin](#) and [Tom Shirley](#):

- Letter of support from a core Ph.D. faculty member in good standing nominating the candidate.
- Application letter from the applicant addressing his/her expertise and interest in the Ph.D. program, and how he/she will contribute to the program goals.
- A current curriculum vitae, including list of publications

Blount initiated nomination process for both. Applications will be delivered to Dr. Naehr.