

Chemistry Department

Academic Staff Committee Meeting

7360 Daniels, 2:00 pm on Thursday, March 6, 2018

Committee Members:

Barta, Cheri	f	Undergraduate Research Coordinator
Bates, Desiree	f	Computational Chemistry Leader
Drier, Tracy	m	Master Glassblower
Driscoll, Kayla	f	Assistant to the Chair
Guzei, Ilia	m	Director of the X-ray Lab - CIC
Reitz, Tracey	f	Faculty Associate - CLC
Sanders, Matt	m	Executive Director Director - Sustainable Nanotechnology Center
Schwartz, Michael	m	Center
Shanks, Robert	m	Senior Instrument Technologist - CIC
Tatarsky, Amy	f	Faculty Assistant

Committee Charge

The charge of the committee is to coordinate award nominations and serve as a forum for addressing other issues of concern to the respective constituencies. As Executive Director, Matt Sanders will be an ex officio member of the committee and will be liaison to the Finance Committee.

Agenda

1. Guest David Toland (an alternate representative for one of the assembly districts that chemistry staff belong to) will talk about the Academic Staff Assembly.
2. Internal departmental academic staff recognition award.
3. Wellness & Development Program for the Department. Kayla
4. Academic Staff lunches. Desiree
5. Other business.

Minutes (thanks, Tracy):

Academic Staff Committee (ASC)

Meeting Minutes

March 6, 2018

Attendees: Ilia Guzei (committee chair), Robert Shanks, Tracy Drier, Tracey Reitz

Details of the internal departmental academic staff recognition award were worked out:

- Only one award will be given per year
- Can be a repeat winner every 5 years
- If a person has won an L&S or university award – that person is not eligible for the academic staff award for that year.
- The traveling trophy will be a cast glass badger with wooden pedestal
- Award will be presented by the department chair at a university function – such as departmental award ceremony or department meeting.

Ilia will incorporate this information into the award criteria document, and submit it to Matt/Judith.

The intention is to have it ready, and have the award presented in May of this year (the nomination deadline will be extended for this year only).

Starting in 2019 the award will be presented in April with a nomination deadline of March 31..