Meeting Minutes - Biological Sciences Department

Date: Friday, January 12, 2024

Time: 1:00 PM

Location: Via Zoom

Attendees: Gerald Anzalone, Alison Blanco, Ronald Burton, Jordan Donini, Gabriel Gaidos, Lisa Hermann, Roland Hodges, George Hooks, Rozalind Jester, Helena Kashleva, Joseph Kirkley, Katrin Koel-Abt, Jay Koepke, Corey Lehigh, Amy Lehigh, Nina Lichvarik, Mitchell Lucas, Ann Mantell, Gregg Mason, Elimelec Medina, Lisa Pickell, Emily Porter, Oscar Rattenborg, Judy Robinson, Peggy Romeo, Esmaeel Samaliazad, Michael Sauer, Jessica Slisher, Melanie Ulrich, Tejendrasinh Vala, Vera Verga, Michael Witty, Amanda Zirzow

Agenda Items:

1. Faculty Mentors Needed:
	* Biology (Hendry-Glades Center)
	* Environmental Science (Collier campus)
	* Interested individuals are asked to contact the department chair.
	* Mentors are not required to perform classroom observations for full-time faculty.
	* A $150 stipend is available for mentoring an adjunct faculty member and performing their classroom observation.
2. Adjunct Faculty Fair:
	* The Dean has proposed a virtual adjunct faculty fair.
	* Prospective adjuncts will have the opportunity to ask questions and learn about available positions.
	* Refer to the separate email from the Dean for further details.
3. Updating the School of Pure and Applied Sciences (SoPAS) Website:
	* The Dean has proposed overhauling the outdated faculty listings on the SoPAS website.
	* New faculty members are encouraged to create a listing to advertise their area of expertise.
	* Established faculty are asked to review their listings for any information that needs to be updated.
	* Create an IT ticket if you are having difficulty accessing a listing, need to make changes, or create a new listing.
4. Textbook Adoptions:
	* Course supervisors are requested to report any changes in textbook adoptions to the Interim Senior Coordinator of the SoPAS as soon as possible.
5. New Business: No new business was brought forth.

Meeting Adjournment: 2:00 p.m.

Minutes Recorded By: GA