



**Chemistry Department Meeting**  
**Saturday, August 24, 2024**  
**1 pm**

Welcome back!!!

- I. New staff- Alina Mireles, Lab Specialist II at Pecan
- II. ACS Lab safety software –
  - Students are required to print out certificates and faculty will collect to give to lab specialists
- III. CHP needs to be read and acknowledged- requirement for everyone- staff and faculty
- IV. Hazardous Communication Plan- training required
- V. 2023-2024 Accomplishments and Goals
  - Accomplishments**
    1. 1st Chemistry & Pre-Pharmacy Symposium Student Event
    2. Science Olympiad 2024
    3. Outreach through High School Presentations
    4. Increase in Pharmacy School Acceptance for STC students
  - 2024-2025 Major Goals**
    1. Certify Students through ACS Lab Safety
    2. Increase Student retention & Career Success
    3. Registration and Academic Advising- Student Guided Pathways
    4. Chemistry & Pre-Pharmacy Symposium 2025
    5. Faculty-Student Advising for declared Majors
    6. Increase Social Media Postings
    7. Create career opportunity connections.
    8. Increase student engagement
    9. Chemistry & Pre-Pharmacy Club- increase members and have more students attend ACS national meetings
    10. Participate more in High Schools Outreach events especially for MidValley and STARR campuses
    11. Continue the Chemistry & Pre-Pharmacy Symposium Student Event
    12. Science Olympiad 2025
    13. Incorporate GC in organic labs at Pecan
    14. 0 cost textbook-OER or low cost text
- VI. Chemistry / Pre-pharmacy Symposium- date, suggestions and leader for event needed
- VII. AI statement recommended for syllabus
- VIII. Honorlock

The *Respondus Lockdown Browser* will no longer be used by students this Fall semester. Honorlock is the new application for online proctored exams. Get Honorlock tutorials and more details at sharepoint for exams. [Exams - More information](#)



- IX. Textbooks
- Zumdahl 11<sup>th</sup> edition is out. We need to start thinking about updating.
  - Organic Text update- Karlos Moreno
- X. Science Olympiad- Dr. Chris Gonzalez/ Dr. Avila-
- tentative date 2-22-25
  - Coach workshop volunteers needed. Tentative date 10-18-24
- XI. Faculty Office and Service Hours- pg 71 and 72
- [2022-2023 Faculty Handbook \(southtexascollege.edu\)](https://www.southtexascollege.edu)
- XII. Tentative Department meeting Dates- 2nd 2<sup>nd</sup> Friday of the Month
- September 13<sup>th</sup>
  - October 25<sup>th</sup>
  - November 15<sup>th</sup> or 22<sup>nd</sup>
  - Dec. 6 maybe
- XIII. Review any **discipline and course-specific** philosophy, curriculum, assessment, learning objectives, and/or pedagogy for the course.
- a Microsoft Teams Chat will be used to share with DCF to share upcoming department meetings or discipline-related workshops.
- XIV. Review required course assessments and the rigor of the course to ensure that the standards of achievement are equivalent to on-campus sections.
- XV. Grading **expectations** for the standards of the course.
- XVI. Requirements and **expectations for the syllabus and course outline.**
- Deadline for submitting syllabus/course outline: Friday, August 30.
- XVII. Course(s) to be prepared prior to first class day via Blackboard.
- Contact Digital Learning Department if you need support giving access to DCF your master shell
- XVIII. **Review and discuss the Textbook or OER required for the course**, specifically within the Dual Credit Programs Interlocal Agreement.
- Textbook List: <https://www.southtexascollege.edu/dual/isd-partners/files/2024-2025-Textbook-Adoption-List.pdf>
- XIX. Review guidelines to report absence requests to the Chair and ISD campus to ensure contact hours are met.
- XX. Completing Starfish reports by the advertised deadlines.
- XXI. Reminder to please check your STC email periodically.
- XXII. Open Discussion- Suggestions, Comments, Future agenda items

