Department of Chemistry: Community Advisory Board (CAB) Minutes
October 17, 2017, 5:30 PM, WU G08


Chemistry Faculty Present: A. Friedel, R. Friedman, V. Maloney

Others Present: J. Heller

1. Welcome to all

2. Introductions: all in attendance

3. Information about the IPFW Chemistry Department was given by R. Friedman
   a. Faculty – 10 full time faculty
   c. Other items about the department including co-op and scholarship opportunities

4. Goals of CAB:
   a. to provide insight into departmental programs and curricula;
   b. to create or enhance outreach programs between the department and the local community;
   c. to provide information on co-op opportunities;
   d. to provide advice to IPFW Chemistry graduates;
   e. to provide opportunities for the Department to assist the organizations represented by members of the advisory board;
   f. to provide advice for departmental fundraising efforts

5. Bylaws were read by R. Friedman:
   a. D. Bell asked that the board become a working board and meet more often than annually (perhaps 3 or 4 times a year)
   b. R. Rudolph volunteered to be the board Chair. We will see if the December 1st meeting brings anymore nominees for Chair.

6. Departmental annual assessment report: information for stakeholders
   a. R. Friedman will share the completed departmental assessment report in November.

7. Discussion
   a. What CAB members can offer department?
      i. It was mentioned that Trine and University of Saint Francis (USF) require undergraduate research for their Chemistry majors. They also suggested a joint job fair with IPFW.
ii. A. Geyer suggested USF students be allowed to do undergraduate research with IPFW Faculty members.

b. What department can offer CAB members?
   i. D. Bell suggested that IPFW be promoted outside of Northeast Indiana. It was also mentioned that local politicians can help promote IPFW.

8. Other business
   a. V. Moravec suggested that the high school scholarships be given to students who did dual credit at an area high school through IPFW.
   b. W. Hollenberg shared his experiences about dual credit through Northrop.
   c. A. Geyer said a grant was available (STEMTEACH 3) to help with dual credit teachers needing to meet their 18 credit hours in the discipline for certification.

9. Future meetings
   a. As discussed above, meetings will be held perhaps 2 to 4 times a year. Next meeting in March; Doodle poll to follow later.
   b. The others who expressed interest in being on the Board will meet Friday December 1st.

The meeting was adjourned at 7:30 p.m.