

November 6, 2018

Dear Faculty Board:

Below is the agenda for our upcoming meeting on December 4th at 10:00 a.m. in O'Shaughnessy Science Hall (OSS) room 435. To find this room, enter under the skyway and take the elevator to the 4th floor. Upon exiting the elevator, the room is directly to the right. Look for the colorful window decorations. An assortment of pastries and warm beverages will be provided. I look forward to seeing everyone there.

I have reserved most of the time for discussion of the Essay. Ryan and Jan will try to send out a draft prior to the meeting. Please read it over and come with suggestions or affirmations. For context, the discussions from the November meeting were summarized here,

"After much discussion, the general feeling was that we would retain the essay format and remove the auto-accept this year. The essay should focus on intent, thoughtfulness, and structure among other priorities. Jan and Ryan offered to formulate the thoughts of the group in to a potential essay and rubric by the December meeting. With approval, we could have the new essay in place in the work-flow before our invitations go out in January."

Agenda:

- Announcements
- Action Plan to Combat Racism and Bias
- Seminars from same department?
- Alumni Speakers
- Essay Discussion

Regards,
Eric

Eric Fort

Associate Professor - Department of Chemistry
Director - Aquinas Scholars Honors Program