

College Council Meeting Minutes  
FISHER COLLEGE OF SCIENCE & MATHEMATICS  
1:30–3:30 p.m., November 14, 2025

**1. Attendance**

A. 2025–2026 Member Attendees Present

**Biological Sciences:** Daniel Caetano and Vonnice Shields; **Chemistry & Forensic Science:** Nicole Carbonaro (Vice-Chairperson) and Shannon Stitzel (Chairperson); **Computer & Information Sciences:** Weixan Liao, Nam Nguyen; **Mathematics & STEM Education:** Kimberly Corum and Na Zhang; **Physics, Astronomy, & Geosciences:** Alan Jackson and James Overduin; **Teaching Professors and Clinical Faculty:** Miriam Parnes; **Student Success:** Kristin Pinkowski (Co-secretary); **Staff:** Hannah Berry, Jennifer Streb (Co-secretary); **Students:** Kamiya Plummer (Biology; Undergraduate).

B. Non-Voting, Ex-Officio Members Present

**Dean** Matt Nugent; **Associate Dean for Research & Faculty Success:** Chris Salice. **Building Manager:** Josh Wilhide.

C. Visitors: Howard Kaplon, William Shipley, Denise Hayman, Bethany Willis

D. Absent: Ming Tomayko, Kara Berger, and Urja Desai

**2. Approval of Minutes**

The minutes from October 10, 2025, FCSM Council meeting were approved by unanimous consent.

**3. Announcements and Remarks from the Office of the Dean**

A. Announcements from Dean Matt Nugent

- 1) The Dean shared that a Letter of Intent was submitted to USM and MHEC to begin developing a Ph.D. in Forensics.
- 2) Nominations for faculty and staff awards are due on November 21<sup>st</sup> in preparation for the Fall Forum.
- 3) The Fall Forum will be held on Friday, December 12<sup>th</sup> at 3 p.m.
- 4) Dean Nugent shared a call for proposals for each of the display cases recently purchased for the Science Complex.
- 5) Dean Nugent shared that the Towson Seminar Program director, Dr. Emily Bailey, is requesting ideas for the development of new TSEM courses.
- 6) The ART document revision began in 2015, with hopes to have updates in promotion, tenure, and retention to be formally revised in 2026.
- 7) FCSM will be hosting STEM Unbound visitors on March 18, 2026. Please contact Dean's Office if you are interested in volunteering for setup.

B. Announcements from Associate Dean Chris Salice

- 1) Announcements were shared on behalf of the Associate Dean for Research & Faculty Success, including the creation of FCSM's LinkedIn, and reminders to like, share and follow [@towsonu\\_sciencemath](#). Faculty, staff, and students are encouraged to reach out to Emma Doris with any stories that highlight research.
- 2) The Research Symposium will be on December 4<sup>th</sup>, showcasing research from OURCI and CURE supported work.
- 3) FCSM will be hosting 10 -15 employee organizations for Biotech Day on April 10, 2026.

#### 4. Visit from Bethany Willis, Institutional Review Board – AI in Human Subjects Research

- A. Guidance on AI and IRB found on the IRB website at [Resources & Guidance | Towson University](#).
- B. Contact [IRB@towson.edu](mailto:IRB@towson.edu) or [bnwillis@towson.edu](mailto:bnwillis@towson.edu) for further guidance.

#### 5. Highlights from FCSM Departments & Constituencies

- A. Biological Sciences
  - 1) Biology has two undergoing searches. One for an Operations Manager and another for an Assistant Professor of Vertebrate Physiology. On campus interviews for the Operations Manager position will take place next week (week of November 17<sup>th</sup>). On campus interviews for the Assistant Professor position are scheduled to start in the first week of December.
- B. Chemistry & Forensic Science
  - 1) Accolades and Achievements - Many thanks to all the faculty, staff, and students who supported the Jean Dreyfus Lectureship activities on November 12<sup>th</sup> and 13<sup>th</sup>. These events were supported by a grant from The Camille & Henry Dreyfus Foundation (PI: Devadas).
  - 2) Upcoming Seminars:
    - a. November 19<sup>th</sup>, 11:30 AM, Union 324: Women in Forensic Science Seminar – Julie Weil.
    - b. December 2<sup>nd</sup>, 11:00 AM, SC 4230: Raspet Student Seminar – Lucas Hoffman (PI: Sivey).
  - 3) The Organic Chemistry Faculty Search is ongoing.
- C. Student Success Announcements
  - 1) Student Success groups in FCSM started using a TeamUp calendar to assist with collaboration, planning and overall communication across groups.
  - 2) The **MD HIRES program** has identified our second cohort of MD HIRES Fellows for spring 2026. They had 31 applicants for 20 fellow positions; four fellows are assigned to each of five faculty mentors in Biology. The NSF-funded program provides funding to pay the four undergraduate fellows and one Mentoring Research Assistant (a more senior undergraduate student) to conduct research during the spring semester. Faculty engage in monthly professional development (PD) throughout the academic year while the students will participate in PD in the spring to support their development of undergraduate research proposals, career-ready skills, science identity, and a research poster. In March they will host an alumni panel for the MD HIRES students that will be open to all students in the college and will have food provided by a mini-grant from the TU Career Center.

#### 6. Standing Announcements and Updates

- A. Announcements from the Council Chairperson Shannon Stitzel
  - 1) Academic Senate updates were shared. The Teaching Evaluation Task Force shared its recommendations, which included a revised student evaluation form with 13 streamlined questions, guidelines for peer evaluation, and incorporation of faculty self-reflections. The group shared key components of effective instruction and their ongoing work reviewing literature for best practices.
  - 2) The Provost's report at the Academic Senate meeting included the report of decline in international student enrollment.
  - 3) Reminder to please complete the Busy Work Survey by November 14<sup>th</sup>. <https://baseline.campuslabs.com/tu/bsywrksrvy>.
  - 4) Faculty grievance and mediation committee met.
  - 5) A taskforce on academic departments' processes task group has been created to help inform decision making and processes for department disillusions.
- B. Updates from Science Complex Building – Josh Wilhide
  - 1) The chillers have been removed from the front of the Science Complex. Repairs to the power plant are ongoing, so they may return for air conditioning purposes in the spring.

## **7. Ongoing Issues/Initiatives/Old Business**

### **A. Updating the Elections Procedures Document**

- 1) FCSM Elections Procedure updates passed by the FCSM College Council on November 14, 2025, by unanimous consent.
- 2) Revisions for the election procedures document include updating recent changes to the university (e.g., changing “lecturers” to “teaching professors”).
- 3) Should another FCSM Standing Committee get approved, the Election Procedures Document will be updated again with this information.

### **B. FCSM College Constitution updates**

- 1) Motion to vote on FCSM College Constitution Updates on December 12<sup>th</sup> meeting passes, which results in a college level vote before changes go to the Academic Senate.
- 2) Work on changes to the Bylaws is ongoing.

### **C. Possible New FCSM Standing Committee**

- 1) Discussion of a recommendation to the Dean to call for a task force aimed in the spirit of meeting presidential priorities to best service students and community.
- 2) Executive Committee to discuss and share further.

## **8. Factors for Student Success in FCSM Courses**

- A. Summary of results of survey sent to full-time faculty and staff showed results with similar themes: time management, active learning.
- B. Discussion of how next to scale and target defined student groups to survey. Possible groups include Undergraduate Learning Assistants (ULAs), Tutors, and student tabling surveys, and course sections.

## **9. Adjournment**

Respectfully Submitted,

Kristin Pinkowski, Co-Secretary

Jennifer Streb, Co-Secretary