

Luz Marie Rodriguez Rosario
Minutes QUIM3045-D01 April 12,2023

Department of chemistry

Attendance

Presents

Aileen Rosado

Juan Cruz

Sofia Mendoza

Jorge Pérez

Absent

Carlos González

Mariana Sánchez

Discussion topics

1. Organization in laboratories
2. Instruments out of order
3. Absent or unconnected devices

Decisions/motions

1. Organize labs after use
2. Instruments will be repaired or replaced with new ones if necessary
3. Any absent team must be notified as soon as possible,if it is out of place,place it in the appropriate place.

Action items

Follow all decisions or motions presented at said meeting

Announcement

Next meeting to appointment the new director of the department of chemistry May,16 from 10:30 am to 12:00 pm.