

**SCIENCE AND MATH
DIVISION MEETING MINUTES
January 12, 2005**

PRESENT:

Max Simmons	Courtney Dodd	John McMurray
Dennis Anderson	Ken Harrelson	Judy Mee
Marsha Austin	B.J. Higgins	Charlotte Mulvihill
Kristy Bailey	Carl Hirtzel	Charles Nunley
John Barker	Greg Holland	Chris Oehrlein
Brenda Breeding	Gary Houlette	Dave Palkovich
Lisa Buckelew	Virginia Hovda	Sherry Ray
Paul Buckelew	Steve Kamm	Steve Shore
Debra Burris	Linda Knox	Tony Stancampiano
Roger Choate	Paul Lewis	Richard Trout
Sharon Coffman	Jay Malmstrom	Cheryl Wolfe(mins)
Betty Coleman	Jim McKenna	

GUESTS:

Jay Ramanjulu

INTRODUCTIONS

New faculty were introduced. Dr. Gregory Holland, Engineering and Dr. John McMurray, Bioinformatics. Their offices are located in the Math Center, 1P1.

DR. FRANK WAXMAN

Dr. Waxman was here to speak on the experimental program to stimulate competitive research among Community College undergraduates. He is the head of EPSCOR and INBRE at the State Regents. He is also an advisory board member for Biotechnology. In 2004, there is \$100 million in active funding for this program. There is \$17.5 million in the INBRE Grant which is a five year grant from 2004-2009. Information was handed out to faculty. Any ideas should be directed to Charlotte.

INFORMATION ITEMS

Five year assessment plans for the different programs was discussed. These need to be workable plans to keep in place.

General Education Assessment (Scientific Method) instruments needs to be given to students.

Performance Appraisals will begin the last week of January thru February. The scheduling process will be done by department so the times are more evenly spread out.

SEM CENTER

There will not be two elevators - just one. The stairwell will not be closed. There may be some indoor windows in the classrooms in the long hallway. Construction should begin in June. The roof will have a slight pitch. There will still be more changes coming. Max encouraged faculty to watch the construction and if they have any questions, see Max.

ADVISEE CONTACT

Faculty should have received lists of advisees. These lists were not accurate. This semester, it is on a volunteer basis to call students on your list. Faculty stated there is no information to let them know if students have graduated. They also cannot get a list of majors. The college needs to give faculty the tools to effectively advise students. Max stated faculty should give the datatel people specific things needed. Cecelia Yoder will set this up.

COURSE DVD'S

This has been submitted as a Strategic Initiative, but Max has not heard if it has been accepted. \$65,000 was asked for to fund the three machines needed to mass produce these DVD's. He encouraged faculty to think about what materials will be needed.

NSF/PTK UPDATE & SURVEY

Max, Linda and Roger are on a team to identify future Sci/math teachers who want to teach at the high school level. These students would have a Math degree with emphasis or a Science degree with emphasis. They have sent fliers to counselors. They have sent out 250 fliers to declared majors. They will be distributing a survey to student who are in key classes such as College Algebra, Contemporary Math, Earth Science, General Biology, Zoology, etc... USAO is offering an orientation on our campus this week - Introduction to Teaching. Roger is offering a Critical Thinking class which is a three hour elective.

SMARTHINKING

This may help some students, but not real comfortable with a tutor professors don't know and can't get a hold of helping their students. If students have reports due and want someone to critique it before turning it in, that may work. We are forced into this because it is part of a grant. The grant is also providing money to provide tutors which would also free up lab assistants in the labs.

COMMITTEE REPORTS

This will be the last semester purges will be done for non-payment. There may be a purge done after the second week of students who have never attended. Enrollment timing will remain the same. There will also be only three semesters - no separate entries for intersession, mid-fall, mid-spring, etc... These will be included in the 3 semesters.

ENROLLMENT

Div. + 7.9
APPM +12.7
MATH + 5.3
BIO +12.5
BIOT + 8.2
GEOL -14.3
ENGR +21.0
PHYS + 5.8
CHEM + 2.6
OKCCC +6.2