

**SCIENCE AND MATH  
DIVISION MEETING MINUTES  
October 2, 2007**

PRESENT:

Tamara Carter	Julian Hilliard	Charlotte Mulvihill
Dennis Anderson	Carl Hirtzel	Charles Nunley
Marsha Austin	Greg Holland	Dave Palkovich
Bruce Bailey	Gary Houlette	Raul Ramirez
Kristy Bailey	Virginia Hovda	Sherry Ray
Brenda Breeding	Fabiola JaniakSpens	Ron Scribner
Lisa Buckelew	Steve Kamm	Steve Shore
Paul Buckelew	Steve Kash	Tad Thurston
Roger Choate	Linda Knox	Richard Trout
Betty Coleman	Jay Malmstrom	Mike Turegun
Courtney Dodd	John McMurray	David Wiggins
Ernest Gobert	Judy Mee	Sonya Williams
Ken Harrelson	Cassandra Meek	Changjiang Zhu
B.J. Higgins	Janet Mitchell	Cheryl Wolfe(mins)

GUESTS:

Jim Ellis  
Ray Ramanjulu  
Ed Williams

**INFORMATION ITEMS/DUE DATES FOR THE SEMESTER**

Travel Requests were due last week.

Centennial Mosaics Project dedication is October 3.

Program Assessment Reports are due October 5. Plans are due by November 2.

Curriculum Changes are due October 11. Science has their changes in and Math will be turning two changes in.

Technical-Occupational Self Studies are due October 15.

Curriculum Committee will review our proposals on November 15<sup>th</sup>.

IRB meets 2<sup>nd</sup> Friday of each month. Submissions are required to be submitted at least 2 weeks prior to meeting in order to be considered for full review. The purpose of this is to protect us and the student.

## **PARTNERSHIPS WITH THE COMMUNITY**

OUHSC - There are research lab internships with OUHSC through INBRE grant.

OU K-20 Center - Biotech Outreach to High Schools

OCAST

## **CURRICULUM COMMITTEE MEMBERS**

Marsha Austin and Courtney Dodd are members and a Biology replacement is needed. The next meeting is Thursday at 3:00 p.m. Carl Hirtzel and Charlotte Mulvihill are possible replacements.

**ACHIEVING THE DREAM FOCUS GROUPS** - Need volunteer for each group.

- a) Group 1 - Tuesday, October 23<sup>rd</sup> 11:00-12:30 p.m.
- b) Group 2 - Tuesday, October 23<sup>rd</sup> 2:00-3:30 p.m.
- c) Group 3 - Wednesday, October 24<sup>th</sup> 12:00-1:20 p.m.
- d) Group 4 - Thursday, October 25<sup>th</sup> 4:00-5:30 p.m.

This is a one-time commitment. There needs to be a representative from Science and Math for each group. If anyone is interested, see Tamara.

## **BOOKS AND THE NEW LAW**

Oklahoma Statutes Section 3241.2 or Title 70

The bookstore will have to stock "Bundled" items separately as well as bundled, so think carefully about what you require for your courses. We cannot sell sample or instructor copies of instructional material. Spring book orders are due October 18<sup>th</sup>.

## **ANGEL MIGRATION UPDATE**

Dennis and Mike reported on updates to the Angel system. One new feature will be a setting which will not allow students to copy and paste, go to the internet or open a new browser window when taking a test.

## **COMMITTEE REPORTS**

Engineering Lab committee met. Approval from the Architect is needed to do building - it cannot be added to the current proposal. A request for approval has been submitted for a new proposal. Gary expressed concern and asked for faculty help in getting the Engineering Lab up and running.

The Faculty Development Committee is represented by Raul Ramirez. He reported the there was concern stated in the committee meeting that Science and Math does not participate in the WOW sessions. It was suggested by faculty that some of the sessions be geared toward our division. If they have any suggestions, let Raul know.

## **OTHER**

OKADE Conference will be here on October 27<sup>th</sup>.

If faculty notice any broken chairs in the classrooms, email Cheryl and cc Tamara. Those chairs need to be set to the side and notify Cheryl which classroom those are in.

Biohazard committee - any suggestions, see Sonya.

Ron's office was vandalized - faculty wondered if it's possible to request offices not be cleaned.

Meeting adjourned.