

**SCIENCE AND MATH
DIVISION MEETING MINUTES
Dec. 1, 2009**

PRESENT:

Dennis Anderson	Ernest Gobert	Chris Oehrlein
Marsha Austin	Ken Harrelson	Raul Ramirez
Bruce Bailey	B.J. Higgins	Sherry Ray
Kristy Bailey	Julian Hilliard	Ron Scribner
Daniel Benton	Greg Holland	Steve Shore
Brenda Breeding	Gary Houlette	Max Simmons
Lisa Buckelew	Fabiola Spens	Tony Stancampiano
Paul Buckelew	Steve Kamm	Tad Thurston
Tamara Carter	Steve Kash	Richard Trout
Roger Choate	Linda Knox	Mike Turegun
Betty Coleman	Gail Malmstrom	Sonya Williams
Courtney Dodd	Jay Malmstrom	Changjiang Zhu
Dale Duke	Janet Mitchell	Cheryl Wolfe (mins)

GUESTS:

Jay Ramanjulu
Ed Williams

INFORMATION ITEMS

Holiday cards from Institutional Effectiveness are still in the Division office.

Initial Attendance reports are going online Spring, 2010.

Holiday Reception is December 10th from 11:45 - 1:15 pm.

NISOD RECIPIENTS

Science: Courtney Dodd
Math: Dale Duke

COMMITTEE REPORTS

PAC: Paul reported there was discussion on student parking. The 2012 budget was also discussed - things are tough; do not expect any pay raises. They asked for input on ways to reward staff through non-monetary alternatives.

Benefits Committee: Brenda reported there will be a consulting team to look at bids from companies. These should be in by the end of January.

OTHER

There is a need for syllabi checks from adjuncts. Max would like all adjuncts to bring these to him to see what's being handed out to students. All syllabi should include objectives and unit objectives.

ACT Opinion Survey: these will be out February 22 or March 1.

Gary reported there is a full page article on OCCC's Engineering program in the Oklahoma Society of Profession Engineers newsletter.

There are still faculty who need to complete this quarter's training, Sexual Harrassment.

Fabiola reported the Inbre applications for student internships will be due by February 16th.

Linda reported OCCC will be hosting a TTCU Conference on January 15-16. If faculty would like to present, see Linda.

Enrollment is up by 12%.

Meeting adjourned.