

**SCIENCE AND MATH  
DIVISION MEETING MINUTES  
Jan. 13, 2010**

PRESENT:

Dennis Anderson	B.J. Higgins	Christine Peck
Bruce Bailey	Julian Hilliard	Chris Oehrlein
Kristy Bailey	Greg Holland	Raul Ramirez
Daniel Benton	Gary Houlette	Sherry Ray
Brenda Breeding	Virginia Hovda	Frank Rexach
Lisa Buckelew	Fabiola Spens	Ron Scribner
Paul Buckelew	Steve Kamm	Steve Shore
Tamara Carter	Steve Kash	Max Simmons
Roger Choate	Linda Knox	Tad Thurston
Betty Coleman	Kim Kyker	Richard Trout
Courtney Dodd	Gail Malmstrom	Mike Turegun
Dale Duke	John McMurray	Sonya Williams
Ernest Gobert	Janet Mitchell	Cheryl Wolfe (mins)
Ken Harrelson	Charles Nunley	

GUESTS:

Greg Gardner  
Jay Ramanjulu

**INFORMATION ITEMS**

Initial Attendance reports going online - this semester. It should be simple.

Performance Appraisals - sign up starting next week. It will be the same process as previously. The President's Cabinet is discussing additional compensation.

OACC - February 25-26. Please notify Deby Hefner in AA by January 25<sup>th</sup> if you're interested in attending.

Electronic office hour and schedule collection - in by January 29<sup>th</sup>. Be sure to hit Reply FIRST and then update schedule and office hours.

Tuition Fee Waivers are due today.

Leadership OCCC Class III - application deadline is February 15, 2010.

OCCC Extended Professional Development Program (Sabbatical) for FY 2011 application deadline is February 19<sup>th</sup>.

## **GRADE REPORT TASK FORCE**

All six deans volunteered for this Task Force. Volunteer faculty are needed. Ernest Gobert volunteered. If there are more, please let Max know. They will be looking at 100% completion rates as well as 25% completion rates. Gary stated we have an objective-based education and maybe we're not following this. New faculty need to be educated on this. Greg Gardner stated that new faculty come in for two days of orientation which includes a brief overview of competency based education. They are then assigned a faculty mentor who carries on that procedure. He doesn't know how affective this process is. He's concerned about adjuncts - they teach over half our classes.

CLT should be available, but faculty should be the ones to educate other faculty. Presentations by faculty are good, but not available when faculty are available. One on one is good - instructors can go to the office and say "is this correct?"

It was suggested this could be addressed on adjunct orientation night.

This division has standard syllabi given to adjuncts - other divisions do not.

Max stated this will be talked about in Dean's Council.

## **COMMITTEE REPORTS**

Brenda reported on the Benefits Committee: They are interested in two companies; Aetna and Blue Cross Blue Shield. They have also considered self insurance through Aetna. It would be a higher deductible and then the institution would reimburse part of it. They are looking at the economics of that.

## **OTHER**

Enrollment as of 1/13/2010:

SM +17%  
Math +21%  
Bio +12%  
Chem +15%  
Phys +11%  
Engr +29%  
Biot +48%  
Appm +20% - this class will be going away.

College enrollment is up 13-15%

Greg Gardner welcomed everyone back. He stated the parking next week will be at overload status. His door is always open if faculty have any questions.

Syllabus checklist: Max has a copy of a checklist for syllabi. Max would like a copy of each syllabus from all adjuncts.

Grant Focus Group: come and talk about where dept/div is going in the future. We are on the verge of major changes. They will be meeting tomorrow morning at 9:00 a.m. and faculty are requested to come.

T Cubed Regional Conference will be held on this campus - there will be 150-200 people here with 8 states represented.

Greg asked for any extra Tuition Fee Waiver hours for Engineering if anyone has them.

Math Counts: Saturday, February 6<sup>th</sup>. Middle school students will be here. They need volunteers - see Lisa Buckelew.

Jay Ramanjulu handed out fliers to faculty.

Fabiola reported the Inbre Summer Internship applications are due February 16<sup>th</sup>.

Meeting adjourned.