

**SCIENCE AND MATH
DIVISION MEETING MINUTES
April 5, 2005**

PRESENT:

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

GUESTS:

Jay Ramanjulu

INFORMATION ITEMS

The Program Assessment procedure is progressing. There will be new AOAC signature forms, similar to the Curriculum proposal signature pages. These forms will require department faculty signatures. Max will meet briefly with those involved.

The Student Awards Ceremony is April 22nd at 6:00. RSVP with Student Life by April 15. Club sponsors are encouraged to attend.

New committee assignments - Max emailed the list to faculty on Friday. He has received responses mainly from the Math faculty. Let Max know of any volunteers by Friday.

The following is the new tuition fee waiver timeline:

April 15: Deadline for students to turn in applications to Financial Aid.

April 18: Divisions receive applications.
(Department Meetings on April 19th)

May 5: Recommendations due to Division Office.

Faculty may award TFW for summer, fall and spring at this time. There will be someone checking these names to see if they are still eligible. There will be another opportunity to award TFW in the Fall. It was stated that some Diversified Studies students seem to get lost when looking at TFW.

SEM CENTER

The final plans will be sent to the Board on Monday, April 11. Max hasn't seen the plans lately. There was a problem last week with phone and data input placement. There is no official date when the division will move for construction.

COMMITTEE REPORTS

Paul Buckelew reported on the President's Advisory Counsel. Dr. Todd was in attendance at the last meeting. Paul inquired about the noise disruption during the construction of the SEM Center. Dr. Todd said we may have to be moved out at times.

Kristy Bailey reported on the Advisement Task Force. They are working on making recommendations to improve the advisement process. There is a lack of faculty advisors on campus in between semesters and during the summer. It was suggested to set up group advising seminars for students to inform them of the process. Any other suggestions should be directed to Kristy.

Max reported on the Curriculum Committee. They met on Thursday and all changes submitted by the Science/Math Division passed with very minor changes.

Marsha reported on the Math Committee Meeting. They are looking at course re-design for the developmental math courses. They have several models to be looked at. They will be meeting in small groups to look at each individual model. They discussed the goals for the developmental math, the weaknesses, what they want to accomplish and when they plan to implement changes.

OTHER

Linda Knox reported we have been awarded a No Child Left Behind grant. At least five of our students will be selected to attend an institute June 13 - 16. They will be back for the OCTM Conference on the 24th. They will be awarded a \$600 stipend. Any Education majors faculty would like to nominate may pick up an application from Linda.

General Education Assessments will be going out to a lot of science students the week after next.

Meeting adjourned.