

**SCIENCE AND MATH
DIVISION MEETING MINUTES
Apr. 7, 2009**

PRESENT:

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

GUESTS:

Darby Johnsen
Jay Ramanjulu

SUPPLEMENTAL INSTRUCTION PROGRAM

Darby Johnsen handed out instructions and guidelines for Supplemental Instruction. She reported she did not know what the budget looks like yet for the fall. The deadline for fall is June 1. Please be specific in making requests, for example... what class, section #, and how many hours. Supplemental instructors will no longer submit timesheets to her. SI's will keep a monthly log. The pay rate is \$8 for the first semester and \$8.50 for subsequent semesters. Students can hold two positions; no more than 30 hours per week; students are not to teach; the attendance logs will show how many student the SI sees.

INFORMATION ITEMS

Student Awards Ceremony is April 17th at 6:00 pm. If you nominated a student, please be there.

Play production - The Rocky Horror Show, April 30, May 1,2 at Midnight.

The Faculty Recognition Luncheon in May 18.

ANGEL update: We're going from 7.2 to 7.4 before the end of this semester.

Second Tuesdays beginning in the fall will be available for faculty meetings (except for Oct. 13th). We are doing away with department meetings.

It is program assessment time.

Catalog proofs deadlines are coming up.

WALK-UP PRINTING

There will be a copy machine placed outside of the Print Shop for after hours and urgent printing. All employees will have a code to be able to use this.

Other printing news (Flat PDF and Fonts): The program the print shop uses does not have all the fonts that Word Math has. A patch will have to be installed on computers needing this. There will also be a walkup computer in the Print Shop during regular business hours.

SALE OF COMPLIMENTARY TEXTBOOKS

Do not sell at any times. These are the property of the institution. Faculty can donate them and then they can be sold for a fundraiser.

PROJECTOR PROBLEMS

Machines are being left which is causing the expensive bulbs to be burned out. Max encouraged faculty to turn off the projectors at the end of the class.

FY09 BUDGET

There is talk of possibly reducing this year's budget by 1%.

FY10 BUDGET

There will be a 5-10% cut in equipment/supplies, consultant fees, travel, etc... There is a 7-11% increase in enrollment.

STUDENT AWARD NOMINATIONS

The deadline is March 11 (See email from Paul on February 24th)

COMMITTEE REPORTS

Brenda reported on the Benefits committee. They are looking at Health Insurance companies to just check what's out there. They will make a recommendation to the Executive Council. The earliest this would go into effect would be October 1, but more likely January 1.

Raul reported on the Faculty Development Committee. They are soliciting faculty to do WOW sessions and they are working on a pilot study for SII's.

The Jack Cain Scholarship committee has recommended Ju Nguyen Lu (?) as a candidate recipient. Thank you to the faculty for all recommendations. They are opening it up to Engineering, Physics and Chemistry students.

The math department is looking at different placement test options. They are also looking at possible double testing.

Tad reported on the Faculty Association scholarship. They gave out \$300 scholarships, one was from this division, but most were from the Health Professions division. Please make your nominations for next semester.

Fabiola reported on the InBre committee. They will be accepting 5-6 student internships in the summer. They will receive \$5,000 apiece.

OTHER

The Geology field trip will be April 18th and April 25th. He is still needing a driver for the 25th.

He also reported on the new Engineering brochure and they have ordered a tablecloth and banners. The Engineering lab is staying very busy with students in all the rooms most of the time.

Max reported that Charlotte has received \$10,000 through InBre for developing planning activities. Plans are needed for the next five years - what new programs are needed? For example, Wind Energy. Two or three good ideas are needed.

Sonya reported on the Achieving the Dream initiative. There will be a meeting to "Teach the Teacher" where one representative from Science and one from Math will go and then come back and train our faculty. If you're interested, see Sonya or Tamara.

Meeting adjourned.