

**SCIENCE AND MATH
DIVISION MEETING MINUTES
May 3, 2005**

PRESENT:

| | | |
|-----------------|---------------|---------------------|
| Max Simmons | Ken Harrelson | Judy Mee |
| Dennis Anderson | B.J. Higgins | Charlotte Mulvihill |
| Marsha Austin | Carl Hirtzel | Charles Nunley |
| Brenda Breeding | Greg Holland | Chris Oehrlein |
| Lisa Buckelew | Gary Houlette | Dave Palkovich |
| Paul Buckelew | Steve Kamm | Steve Shore |
| Debra Burris | Paul Lewis | Tony Stancampiano |
| Roger Choate | Jay Malmstrom | Tad Thurston |
| Betty Coleman | Jim McKenna | Mike Turegun |
| Courtney Dodd | John McMurray | Cheryl Wolfe(mins) |

GUESTS:

Jay Ramanjulu
Ed Williams

INFORMATION ITEMS

Assessment issues: Max and Ken reported on the AOAC Steering Committee. All concentrations in Science require Chem I & II and Phys I. Only one degree in Science with three concentrations. They mainly communicated what's going on. They didn't seem to be sure about what we are doing - may turn in instrument (test) with reports. There needs to be work done on verb usage in the outcomes.

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 19)

May 5th (Thursday): Recommendations due to Division office.

New Campus-wide Pinning Ceremony/Class Photo: Monday, May 9th, 4:00 in the College Union. This is something new for anyone who gets a degree. It may possibly take away from graduation attendance.

SEM CENTER

Unofficial draft timeline - good/bad news. No demo will be done until steel is put up from the top of the building. It will begin late July or early August. Faculty/staff will not be moving until December. The finish date is May, 2007.

NSF WORKSHOP OPPORTUNITY

There are two 1-week training sessions being offered. June 13-17 and January 9 - 12. This is training for master teachers who come back and train adjuncts in BIOT, BIOINFO and ENGR.

COMMITTEE REPORTS

Max attended a Retention Workshop last week and discussed Math Retention. See Handout of a draft proposal.

OTHER

INBRE Grant - Increase pipeline to BIOmed degrees. Retention mini-projects will be done next year. Any ideas, please see Charlotte.

WebCT and datatel integration is targeted for the spring semester. It needs a lot of work. They may possibly create WebCT for every course.

New enrollment procedures begins with May intersession. This includes the elimination of de-registration.

An equipment check-out form is required for those with laptop computers. This form is required for all equipment leaving the campus.

Meeting adjourned.