

**SCIENCE AND MATH
DIVISION MEETING MINUTES
Sept. 2, 2008**

PRESENT:

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

GUESTS:

Jay Ramanjulu
Ed Williams

SHOWER FOR GREG

INFORMATION ITEMS

Enrollment:

Division	- 1.6%
APPM	-63.1%
ASTR	+27%
BIO	- 6.3%
CHEM	+ 3.9%
ENGR	+ 2.8%
GEOL	-14.3
PHYS	- 7.7%
BIOT	- 0
MATH	- 7.8%

Tuition Fee Waivers due Wednesday, Sept. 3

Outside employment forms due August 18th

Travel Request due Sept. 19th

This year's faculty development plan due Sept. 12th

Program Assessment Reports due Oct. 6th

Program Assessment Plans due Nov. 3rd

Curriculum changes due to division office on Oct. 1

Business cards will be displayed outside the division office - please turn in a small stack to the division office as soon as possible.

OUTLOOK TRANSITION

September, science and math migrates all old emails to Outlook. Problems were discussed, such as receiving error messages and groups not being transferred over.

THE BIG READ - Jay Ramanjulu

Jay passed out a handout describing "The Big Read" which will be campus wide reading of Fahrenheit 451.

CEATE UPDATE

The money is there and Physical Plant has started the requisitions/po's to start construction, which should begin any day.

COMMITTEE REPORTS

General Ed: Math department had good outcomes, science needs work. Assessment team members will be identified and they will be compensated.

Faculty Association: The garage sale is coming up in October. Things can be brought and stored in the library. Volunteers are needed to help move things on the Wednesday before and to staff tables.

Health Professions Club: The first meeting will be Thursday, Sept. 4 in room 1C4 at 12:30. There will be free pizza.

OTHER

The changes in nursing requirements was discussed. There will be a meeting with the nursing staff and science staff to further discuss this.

Nov. 15th is the Geology field trip.

Gary announced he is looking for an old refrigerator to donate to his friends, John and David.

Meeting adjourned.