

**SCIENCE AND MATH
DIVISION MEETING MINUTES
September 5, 2006**

PRESENT:

Max Simmons	Ernest Gobert	Janet Mitchell
Dennis Anderson	Ken Harrelson	Charles Nunley
Marsha Austin	B.J. Higgins	Dave Palkovich
Kristy Bailey	Carl Hirtzel	Sherry Ray
Brenda Breeding	Greg Holland	Raul Ramirez
Lisa Buckelew	Steve Kash	Steve Shore
Paul Puckelew	Steve Kamm	Tony Stancampiano
Tamara Carter	Linda Knox	Tad Thurston
Roger Choate	Jay Malmstrom	Richard Trout
Sharon Coffman	Jim McKenna	Mike Turegun
Betty Coleman	Judy Mee	David Wiggins
Courtney Dodd	Cassandra Meek	Cheryl Wolfe(mins)

GUESTS:

Jay Ramanjulu
Ed Williams

INFORMATION ITEMS

Eden Alexis Simmons... 7 lbs 5 ozs, 19.75 inches

Outside employment forms were due August 21st.

Travel Requests are due to Max by today.

This year's faculty development plan is due today, but will accept them through the end of the week. New faculty will meet with Max when he returns in 2 weeks. In the mean time, they can see their mentors.

Program Assessment Reports are due October 2nd.

Program Assessment Plans are due November 1st.

Curriculum changes are due October 26th.

New log-ins and passwords for MineOnline and WiFi network effective October 1st. See handout. This will be the primary contact for both adjunct faculty and students. Full-time faculty email will stay the same. Only the MineOnline changes. Students should be able to forward their current email to the new one. Current students will be made aware of the changes sporadically. The big push will be at next semester's enrollment.

TODD CENTER UPDATE

90% of the drywall is complete and they are beginning on the drop ceilings. The completion date is the end of November. Max has requested \$800,000 extra funding from the 1.4 million dollars from the Equity fund, Contingency fund and Student Success fund. The Arts & Humanities and Health Professions bids did not go out last month as planned so there may be additional funds from that.

SYLLABI REVIEW/COURSE EXPECTATIONS FOR ADJUNCTS

Faculty, please see that these continue to be turned in.

STUDENT ORIENTATION AND WELLNESS CLASSES

Student Orientation one hour courses may be required for new students. There is still ongoing discussion regarding this. There are concerns which include reduction of graduation rates if this is required.

A list of wellness courses may be required for students which will be added to their degree plans. This is being done for different reasons which include the state of people's health in Oklahoma and for additional funding. Concerns include the Regents limit hours which can be required - will this be affected? This also eliminates a selling point making us different from other institutions which require these classes. Max is cautious regarding this and discussions are ongoing.

OTHER

Enrollment as of Friday, September 1:

College:	-4.2%
S/M:	-2.6%
APPM:	-1.5%
BIO:	+
BIOT:	+
CHEM	-9.0%
MATH:	-2.8%
GEOL:	+43%
ASTR:	-16%
PHYS:	-3.8%

This is the time when students are dropping 8 week classes and enrolling in 16 week classes. Remind these students that they will

be charged two times since it is past the date of a full refund.
Give a list of any students you know of doing this to Kim or Cheryl
so we can get word to the Bursar's office.

Meeting adjourned.