

**SCIENCE AND MATH
DIVISION MEETING MINUTES
October 4, 2005**

PRESENT:

Max Simmons	B.J. Higgins	Charlotte Mulvihill
Dennis Anderson	Julian Hilliard	Charles Nunley
Marsha Austin	Carl Hirtzel	Chris Oehrlein
Kristy Bailey	Greg Holland	Dave Palkovich
Brenda Breeding	Gary Houlette	Sherry Ray
Lisa Buckelew	Virginia Hovda	Ron Scribner
Paul Buckelew	Steve Kash	Steve Shore
Tamara Carter	Steve Kamm	Tony Stancampiano
Roger Choate	Linda Knox	Tad Thurston
Sharon Coffman	Paul Lewis	Richard Trout
Betty Coleman	Jim McKenna	Mike Turegun
Courtney Dodd	Judy Mee	Cheryl Wolfe(mins)
Ken Harrelson	Cassandra Meek	

GUESTS:

Jay Ramanjulu
Eddie Cox

SEM CENTER UPDATE

Eddie Cox spoke to faculty regarding SEM Center updates. The water issues are being dealt with - they may continue moderately until Spring. If there are new leaks, please let Physical Plant know. He thanks faculty for their patience. The relocation of faculty offices to 2R0 and division office to 2N1 will take place the last week of October. Martha will be coming by to get desk and furniture layout for new offices. Physical Plant will provide boxes for moving of anything that is not in locked cabinets. The loud work will be done mostly at night. Steel is coming on October 24. A small corridor will be left in front of the Science Center, but the back door will be open for students entrance and exit. Signs will be put up directing students to new locations. By spring, the new roof and exterior walls should be in place.

INFORMATION ITEMS

Initial Attendance Reports: Alan Stringfellow appreciates the diligence of faculty in doing these reports.

Outcomes Assessment: Max will be meeting with a small group to read all. Report for FY 05 was due yesterday to Max. Proposal for FY 06/revisions to 5 year plans are due November 1.

Curriculum changes are due to Max by October 27.

COUNSELORS CONTACT INITIATIVE

There is a flyer in faculty mailboxes regarding this. Please mention to students.

GLOBAL ED SURVEY

Course coordinators, please take note.

PROGRAM REVIEWS

Due to Max by December. Information from before Datatel is still needed. Information from Academic Affairs is also needed.

FACULTY DEVELOPMENT PLANS

Max still needs finalized, signed copies by the end of the week. Separate development from performance.

COMMITTEE REPORTS

Charlotte reported on the Extended Professional Development Program. Full time professional personnel who have worked for seven years are eligible for 1 semester of sabbatical at full pay or half pay for one year. The plan will be sent to the President's cabinet. Any comments, please direct them to Charlotte.

Kristy reported on the Academic Outcomes Assessment Committee. They are in the third cycle of generating reports and they are now looking at trend data.

OTHER

The Thursday and Friday before Halloween will be the Pre-Engineering club book sale.

Charlotte reported that her grant project will be bringing in pre-service teachers and she needs a Steering committee. The college will send them to a National conference in Atlanta.

Meeting adjourned.