

**SCIENCE AND MATH  
DIVISION MEETING MINUTES  
Oct. 6, 2009**

PRESENT:

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

GUESTS:

Jay Ramanjulu  
Ed Williams

**INFORMATION ITEMS**

Curriculum Committee Proposals discussed at Curriculum Committee meeting, 10/8/2009.

This year's faculty development plan is due September 21<sup>st</sup>.

Program Assessment Reports are due October 5<sup>th</sup>.

Fall Break: October 15<sup>th</sup>-18<sup>th</sup>.

Program Assessment Plans are due November 2<sup>nd</sup>.

**DR. MEEK**

Dr. Meek has resigned effective in December. Max reported we are dealing with the fallout of events. He thanked faculty for stepping in when needed.

## **MATH ASSESSMENT - GAIL MALMSTROM**

Artifacts were collected and graded over the summer. What was received was not appropriate for what was needed. They received two from nursing, one from Chemistry and one from Physics. Did we know what the process was? Did they apply it? Was there an assessment? There is a need for faculty to help in turning in artifacts.

## **SCIENCE AND MATHEMATICS STRATEGIC PLANNING GROUP**

This is out of the InBre grant: Grant renewed for five years; \$10,000 for each college for strategic planning. The timing is good. The federal government gives money to us, but they tend to lead us with this money. This plan is a good way to get us where we want to go. It allows us to turn down plans we don't want and to do the things we do want. Max asked for volunteers to serve on this group.

## **NEW REPORTS FOR DEANS, DEPARTMENT DIRECTORS AND FULL-TIME FACULTY ON COURSE COMPLETION**

We will receive this information this afternoon which includes success rates, high/low completion rates, etc.. What do we do with this information? It will be used in the program assessments, performance evaluations and hiring adjuncts. Gary stated there are more students this semester who are not prepared. Bruce stated that last semester and this semester is completed different. Carl asked how these students do at the next level. We don't look at this, but we need to.

## **COMMITTEE REPORTS**

The Faculty Association garage sale is Oct. 26<sup>th</sup>. All money goes to student scholarships. If you have donations, contact Tad Thurston. Please see him also if you would like to volunteer your time to help set up and pick up items.

Sonya stated the United Way campaign is under way. You will be getting donation cards in your boxes.

Janet reported the Curriculum Committee will be meeting on Thursday at 3:00 pm in the Library.

General Education Committee: Max wanted to know how many classes use Public Speaking? No math classes.

Biology Lab Advisory Committee: Ron asked members to let him know when a good time would be to meet.

Health Professions Club: Steve Kamm asked faculty to read information he puts in boxes to students.

#### **H1N1 VIRUS**

Oklahoma and Texas has the highest level of activity in the United States. Please let the office know if you are sick. Vaccine has arrived in Oklahoma yesterday.

#### **OTHER**

This is the first time we will be having Fall Break. It's purpose is to give students a chance to catch up. There will be no classes, but the school will be open. The labs will be open - faculty please tell students.

Walls around the whiteboards in classrooms are very dirty.

Meeting adjourned.