

**SCIENCE AND MATH
DIVISION MEETING MINUTES
November 1, 2005**

PRESENT:

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

GUESTS:

Jay Ramanjulu
Ed Williams

INFORMATION ITEMS

Initial Attendance Reports due this morning for 2nd 8 weeks.

Outcomes Assessment proposal for FY 06/revisions to 5 year plans are due November 1

Curriculum changes were due to Max on October 27th. There are two from Math and one from Biotechnology. These will go to Jim DeChenne by Wednesday.

Program Reviews are due to Max in December.

Any budget projects or ideas faculty may want included in the Planning Budget for 2007 needs to be turned in to Max. This list will be turned in by Max on the 2nd week of January. Any input from faculty is needed now. This includes computers and furnishing and stocking all labs. It will be a tight year.

SII's are now in faculty boxes. Students need to get the correct information on these including instructor name and course number. Faculty stated they do not see the online SII results. Max will check on this.

The sign-up for the Holiday Luncheon is in the workroom.

Book orders are due today.

SEM CENTER UPDATE

The steel crew is back today - Monday was too windy. All steel will be up in 10 days. The ceilings, studs and walls are all demolished. Leaks will continue until the new roof is on. The worst places are 1B8, 1C8 and 1D8.

REPORT ON GEN ED ASSESSMENT FROM SPRING 05

Scientific Method & Methodologies from Spring 05:

1,027 instruments graded
608 finished gen ed requirement
80% was the average score
97% scored greater than 60
88% scored greater than 70

It was broken down by program and then by course. Max still has the folders with results in them if faculty are interested in viewing. Students seem to be learning. He will look at the individual class numbers.

REORGANIZATION OF ACADEMIC AFFAIRS

Stu Harvey has looked at the large divisions, Sci/Math and Arts/Hum. Options for how to re-organize academic divisions was discussed and handouts are attached. Some ideas include:

- Split divisions
- Combine smaller divisions
- Associate dean

There is no timeline on when changes may be made. It could happen as soon as next fiscal year.

COMMITTEE REPORTS

Jay reported on the Faculty Development committee. The evaluation process was discussed and also the flexibility of evaluations for each division.

OTHER

Students are printing off powerpoint presentations in the Science Center and Math Lab and using a lot of paper. Students need to be informed on how to print these so paper is not wasted. Some faculty advise students to print these off at home. Other labs on campus are also complaining about this. Printing in the labs is currently free. It was suggested that copy cards be handed out each semester with 60 copies per semester. If student goes over, charge .10 per copy. Another suggestion was to allocated a certain number of copies to each ID, possibly by credit hours. It was also suggested putting a reserve copy of the presentation in the Library and students can copy as needed.

Graduation surveys will be going out this semester to students who graduated last May. These may be attached to a holiday greeting card. Faculty will be getting these next week and personalization is requested.

Meeting adjourned.