

**SCIENCE AND MATH
DIVISION MEETING MINUTES
November 7, 2006**

PRESENT:

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

GUESTS:

Sally Edwards
John Inglett
Jay Ramanjulu
Ed Williams

INFORMATION ITEMS

All but two Program and Assessment Plans have all been turned in.

The Curriculum Committee hears the Sci/Math proposals on November 30th. If you have authored one of those proposals, please plan to be at the meeting at 3:00 p.m. in the Library, room 407.

The division has purchased a new digital camera. If faculty would like to check it out for projects, see Cheryl.

Student Technology fees will be purchasing 25 new faculty computers. Let Max know if you have an old computer and did not receive an email from him. Zip disks are going away and being replaced with Flash drives. The division has purchased 10 additional - if you would like one, see Cheryl. The new computers will be ordered in the next couple of days and hopefully be here at the time we move to the new offices.

The next division meeting will be the potluck holiday meal. Sign-up sheets will be put up in the division office workroom and also the math group office.

SALLY EDWARDS - TRIO

Sally talked to faculty about the new program, TRIO. See attached handouts.

JON INGLETT - Results of Writing Assessment

See attached handouts.

ASSESSMENT NEWS

Assessment week will be the first week in April, 2007. Max hopes to do program assessment in April also. Cassie Meek attended an Assessment Conference in Chicago. Instructors do not want to take the time out of class, but there needs to be 40 minutes taken. There is an assessment statement which needs to be included on all syllabi for the Spring semester. This statement is located on the "I" drive and will also be emailed to all faculty.

TODD CENTER UPDATE

There are eight classrooms in the Todd Center. Max asked for recommendations on the configuration of these classrooms. Decisions need to be made soon as to where to place the overhead screen, whiteboard, etc... Please tell your dept. chair if you have preferences.

Meeting adjourned.