

MINUTES - SCIENCE DEPARTMENT MEETING

August 19, 2011
1:00 p.m. - 2:00 p.m.
LEE CAMPUS (L-140)

Facilitator	Peggy A. Romeo
Subject	Monthly Departmental Meeting
Attendees	<p>Full-time: Kurt Donaldson; Roz Jester; Nirmala Prabhu; Bill Dabby; George Manacheril; David Rohrbach; Jed Wolfson; Marius Coman; Lisa Rice-McGarity; Ed Hooks; Connie Allen; Jay Koepke; Cheryl Black; Tina Ottman; Lyman O'Neal; Bill Wilcox; Bruce Wingerd; Qin Lui; Thep Ayudhya; Doris Batchner; Mike Witty; Dan McDervit; Marcela Trevino; Robert Clemence; Theo Koupelis</p> <p>Adjunct: Fred Posey; Helena Kashleve; Shannon Larrea</p>
Absent	Henry Hermann; Jamie Scott

Discussions		
No.	Topic	Highlights
1.	Library Update	New resources available at library. Roz Jester our science contact person.
2.	Common E`xit Exam	Common Exit Exam being developed for all science courses which are currently being taught as Dual Enrollment at local high schools. Exams need to be ready for December 2011 finals for BSC1010/L; BSC193C; BSC1050C.
3.	Online Courses (Mary Myers)	Discussion of supervising and developing continuity between ground and online sections of science courses.
4.	Course Supervisors	With the loss of some of our fulltime faculty, we need to reassign new course supervisors. P. Romeo will send out list of current supervisors; faculty will review and provide input.
5.	QEP	Faculty are encouraged to attend QEP course workshops at TLC and to take an active role in development and implementation of QEP.
6.	Unit Plans	Copy of Fall 2011 Unit Plans were distributed and discussed.
7.	Assessment	Course-Level Assessment will be continued each semester for those courses which were involved past semesters. Currently work in progress for development of assessment tool for BSC1050C, BSC1010, BSC1011.
8.	SENSE Survey	Select classrooms will be visited by SENSE team to survey students September 12–23. Instructors will remain in classroom during survey.

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9.	<i>Campus Contact Faculty</i>	Jay Koepke will be science adjunct contact person to help with keeping adjuncts in touch with science faculty, field questions, and help mentor new adjuncts. Bill Wilcox will serve as faculty contact person for Charlotte Campus.
10.	<i>Next Meeting Date</i>	Friday, September 9. Time and rooms have not been announced.