

MINUTES - SCIENCE DEPARTMENT MEETING

April 13, 2012
2:00 p.m. - 3:00 p.m.
ROOMS: LEE (G-230), COLLIER (G109), CHARLOTTE (O118)

Facilitator	Ed Hooks
Notes	Dan McDevit & Marcela Trevino
Subject	Monthly Departmental Meeting
Attendees	<p>Full-time: Kurt Donaldson; Nirmala Prabhu; Bill Dabby; George Manacheril; Jed Wolfson; Marius Coman; Lisa Rice-McGarity; Ed Hooks;; Tina Ottman; Bill Wilcox; Qin Liu; Thep Ayudhya; Mike Witty; Dan McDevit; Marcela Trevino; Henry Hermann; Oscar Rattenborg; Doris Batchter; Ed Hooks</p> <p>Adjunct: Fred Posey; Philip Mulvey; Teju Vala; Helena Kashleva</p>
Absent	Peggy Romeo; Lyman O'Neal; Roz Jester; David Rohrbach; Cheryl Black; Connie Allen; Jay Koepke

Discussions

*Notes from Science Department Meeting – April 13th at 2pm

1. Common Exit Exams for courses taught in Dual Enrollment.
 - a. There was confusion on this and the next item. What is the difference between a common exit exam and a common final?
 - b. Are there requirements for how professors give the common final (e.g. for BSC1010)? Does it need to be for credit?
 - c. Can the process be clarified for this semester, along with which courses it applies to? There was also confusion regarding BSC1010L and BSC1011L being included at this point.
2. Common finals for BSC1005, 1010 and 1011 –See above.
3. Course Material (Textbook) Committee
 - a. Proceed as has been normal with regards to textbook selection for the fall. The policy regarding textbook selection is in the process of changing. Professors do have the option of choosing alternative texts/ancillary material at this point, however they need to apply for an exception by today, Friday Apr. 13.
4. JoVE – consensus was that the material is too advanced for our courses. Marcela will tell library to cancel the subscription.
5. New department chair in May will be Tina Ottman. Tina was asked to introduce herself, and she invited everyone's suggestions to work together.
6. Unit Plans
 - a. STEM
 - i. Ed reports that the event was successful, there were over 20 participants and a packed room of students
 - ii. They are in the process of reviewing the evaluations and will likely repeat and expand on the event in the future

April 13, 2012

2:00 p.m. - 3:00 p.m.

ROOMS: LEE (G-230), COLLIER (G109), CHARLOTTE (O118)

-
-
- iii. Fred – was surprised at the level of interest from students and the questions they were asking.
 - b. Consistency in courses
 - i. Course outlines could use more detail about what should be taught.
 - ii. There was a suggestion by Marcela about improving course content and developing assessment using the SCOPE Canvas platform. Jed suggested first having course meetings during development days to talk about course goals. Tina volunteered to write a letter with this request and send it to the appropriate party.
 - iii. Tina suggested that meetings as a whole department might be changed to every other month and meetings in disciplines (Biology, Chem, Physics, etc...) could occur in off months.
 - 1. There was dissent on this issue with some advocating for adding meeting dates for disciplines or courses.
 - iv. Fred asked what we were doing with the data from pre and posttests from common exams. He recommended everyone reads the book *Academically Adrift*.
 - c. Assessment
 - i. Confusion about this topic. Is there a deadline? What data has been submitted and what data is still needed?
 - ii. Several professors said that assessment data has been collected and sent. What data is still missing?
 - iii. Ed asked about “closing the loop” if data has already been sent are you asking for suggestions for ideas to close the loop?
 - iv. Marcela suggested that courses meet after finals to discuss assessments and future plans
 - v. Ed suggested that course supervisors should consult with professors about assessments since it looks like all courses will eventually need to do assessments. It was suggested that leadership to work on course-related materials should come from course supervisors and Department Head.
 - d. Mentoring
 - i. There was confusion as to the nature of this item.
 - ii. SCOPE supervisors are still in the process of completing Canvas training
 - iii. Professors should sign up for Canvas training so that the Science community of practice can be implemented as soon as training is available.
7. Meeting adjourned at 3pm.