Meeting Minutes of April 10, 2015

|  |  |  |  |
| --- | --- | --- | --- |
|  | Present | Absent | Excused |
| **Faculty** |  |  |  |
| Batcher, Doris | x |  |  |
| Black, Cheryl | x |  |  |
| Coman, Marius | x |  |  |
| Donaldson, Kurt | x |  |  |
| Furler, Robert | x |  |  |
| Hepner, Roy | x |  |  |
| Hermann, Henry | x |  |  |
| Hooks, Ed | x |  |  |
| Huang, Li | x |  |  |
| Israsena Na Ayudhya, Thep | x |  |  |
| Jester, Roz | x |  |  |
| Koepke, Jay | x |  |  |
| Liu, Qin | x |  |  |
| Manacheril, George | x |  |  |
| McDevit, Dan | x |  |  |
| McGarity, Lisa | x |  |  |
| McKenzie, Jonathan | x |  |  |
| O’Neal, Lyman |  |  | x |
| Russell, Micah | x |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  | Present | Absent | Excused |
| Ottman, Tina | x |  |  |
| Prabhu, Nimmy |  |  | x |
| Romeo, Peggy | x |  |  |
| Trevino, Marcela | x |  |  |
| Ulrich, Melanie | x |  |  |
| Vala, Teju | x |  |  |
| Verga, Vera | x |  |  |
| Wilcox, Bill |  |  | x |
| Witty, Mike | x |  |  |
| Wolfson, Jed | x |  |  |
| Xue, Di | x |  |  |
|  |  |  |  |
| **Adjunct Faculty** |  |  |  |
| Athens, Wendy | x |  |  |
| Ann Mantell | x |  |  |
| Mary Shaw | x |  |  |
| Jean Labriola | x |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

1. Minutes of February 13, 2015 meeting

February meeting minutes were adopted.

2. Course updates and course supervisors

The following faculty agreed to serve as course supervisors for the new courses

 CHM 1020C – Doris Batcher

 BSC 1005C – Mary Shaw

 EVER 1001C – Jonathan McKenzie

PHY 1020C – Marius Coman

Qin Liu will take over CHM 2032 from Doris. Qin will also continue supervising CHM 2025. However, Doris will continue working on the common final for CHM 2032 to be completed by the end of April.

March 27 Curriculum committee approved the prerequisite change to BSC 1010/1010L to reflect the change of BSC 1005 to BSC 1005C

3. Assessment update

Common finals were administered for BSC 1005, BSC 1010, BSC 1011, BSC 1050C, BSC 1093C, BSC 1094C, PHY 2048, ISC 1001C and ISC 1002C in the Spring 2014 semester. The analysis of results were sent to all concerned faculty. Common finals basically serve two purposes, one is to ensure that learning outcomes are covered consistently across all sections, and the second is to identify areas that need improvement. The improvement measures can be for the whole course in terms of improved class activities for interactive learning, change of course materials, change of assessment strategies or anything else that might have an impact on student success. Or it can be specifically to improve certain learning outcomes. The common final results might lead to the formulation of LOG statement and that becomes the focus of the improvement plan for the Fall term. Implementation of the plan in the Fall term leads to the next cycle of assessment and improvement plan.

Improvement plans to be sent to the assessment coordinator or chair before April 15, 2015.

For the remaining courses, common final will be implemented in the Fall of 2015. We will have a time slot for putting the finishing touches of the common finals during professional develop days in the Fall.

4. Assessment coordinator

Some faculty recommended Marius Coman for the position of Assessment Coordinator. Since Marius has volunteered for the position, his name will be forwarded to the Dean to be approved as our next Assessment Coordinator.

5. Text book adoptions for Fall 2005

Text book adoptions for new courses and change of text books for other course are due latest by April 15. Peggy’s question on text adoption form if there is no change in text book went unanswered. If there is no change, there is no need to fill in the form.

Course supervisors were urged to consult with all concerned faculty before making a text book decision.

6. Faculty Research

Thep and Robert were congratulated for their research initiatives, Thep for the paper “ Using a Microscale Approach to Rapidly Separate and Characterize Three Photosynthetic Pigment Species from Fern” and Robert for his NIH grant proposal for $405,000.00.

The monthly seminar organized by Thep, Li and Robert has been going well. They welcome faculty and students to attend their monthly seminars. Wendy Athens promised to help with recording the seminars if the existing arrangement runs into any snag.

Dr. Wight addressed some of the faculty questions on research as summarized below:

1. Membership and active participation in a Department Research Committee will be considered college service and faculty are encouraged to collaborate on research and writing activities.
2. Financial resources would have to come from grants written by faculty with assistance from the Company (Hanover) we employed to help with grant writing. Robert’s NIH proposal is a case in point.
3. While there is need to free up time for faculty to do primary research, committee work is very important to shared governance and an essential part of faculty service to college.

7. Undergraduate Research

Christina Ottman gave a summary of the survey she did on student undergraduate research of faculty in all 28 State and Community Colleges in Florida. The survey highlighted some of the challenges undergraduate research faces across the state such as facilities for student research, lack of budget to support student research, compensation for faculty for time and release time for faculty to meaningfully engage in student research. Tina has arranged a meeting with Dr. Allbritten, Dr. Wright, Dr. Peel and Dr. Hibbard to discuss these challenges and find ways to attract more faculty to mentor students in directed independent study format or through offering honors courses in undergraduate research. She emphasized the fact that mentoring students in undergraduate research is college service and also contributes to professional development. In fact majority of the faculty surveyed expressed interest in participating and mentoring students in undergraduate research.

8. BSC 1010C

Christina Ottman proposed a BSC 1010C course in addition to the existing BSC 1010 and BSC 1010L. She is collaborating with Vera to finalize this proposal and is working to see if the registrar can accommodate the scheduling of such a class. Anybody who has questions about this, please contact Tina.

9. Biology CLEP and BSC 1010/1010L

Dr.Collins, Dean of Health Sciences has been asking the science department to assist her in reducing the nursing program length from the existing 76 hours to the mandated 72 hours by dealing with the prerequisite to BSC 1093C, MCB 2010C and HUN 1201 of BSC 1010/L. She has put forward the following two proposals to achieve this:

1. **CLEP Biology Exam – would be changed in the FSW catalog to show exemption of BSC1010/1010L credit. Currently, it only provides BSC1005C exemption.**
2. **If BSC1010/1010L Biological Science I is not satisfied with CLEP testing, then successful completion of this 4-credit prerequisite will be required before enrolling in BSC1093C Anatomy and Physiology I, MCB2010C Microbiology, and HUN1201 Nutrition.**

A committee consisting of Peggy Romeo, Henry Hermann, Marcela Trevino and Jean Labriola has been appointed to study these proposals and come up with a decision before the Fall professional development days. Peggy Romeo will coordinate this committee.

The following is the current department policy on this:

**The CLEP test does NOT give credit for BSC 1010/L because it is at the level of BSC 1005. However, we use it as a bypass (think of it as an override); that is, after CLEPing BSC 1005, a student does not have to take BSC 1010/L to move on with A&P etc. However, if the student needs BSC 1010/L for their program, they have to take it at some point. In addition, the science department has agreed to offer BSC 1085C and BSC 1086C without BSC 1010/L prerequisite.**

10. Ocean 7 Workgroup

Faculty interested in Ocean 7 Work Group were asked to contact the following:

**Meghan Buckley**

**COSEE Florida Program Coordinator
Indian River State College**

3209 Virginia Ave Fort Pierce, FL 34981

E-mail: mbuckley@irsc.edu | 772-462-7663

11. Moving Offices, meeting with Dr. Wright

Faculty who have offices in the H-building were reminded of a meeting they have with Dr. Wright at 2:10 PM in H-221 regarding temporary office locations for Fall 2015.

12. Sharing strategies for student success

Jed Wolfson talked about the class activity he uses in his A&P classes to promote group work and interactive learning on sequencing steps to reinforce what were discussed in several of the earlier classes. Student grades showed considerable improvement as a result of these interactive learning activities. He compared the test results of a class where this method was used with another class where this was not used and found that the interactive learning significantly improved student scores. If anyone is interested in getting more information on this please contact Dr. Wolfson.

The meeting concluded at 2:00 PM