

**SCIENCE DEPARTMENT MEETING MINUTES\***

*FRIDAY, OCTOBER 11, 2019*

*Location: Online (SCOPE) Discipline Groups*

***A&P/HSC Discipline Group***

FACULTY	PRESENT	ABSENT	EXCUSED
Anzalone, Jerry	X		
Fay, Erik	X		
Handte, Gordon	X		
Hepner, Roy	X		
Hermann, Henry	X		
Hooks, Ed	X		
Koepke, Jay	X		
Mason, Gregg	X		
Mera, Leonel	X		
Samaliazad, Esmaeel	X		
Vala, Teju	X		

ADJUNCT FACULTY

***BIO/MICRO/NUTRITION Discipline Group***

FACULTY	PRESENT	ABSENT	EXCUSED
Cameron, Angus	X		
Donini, Jordan	X		
Gaidos, Gabriel	X		
Hermann, Lisa	X		
Ottman, Tina	X		
Romeo, Peggy	X		
Slisher, Jessica	X		
Trevino, Marcela	X		
Ulrich, Melanie	X		
Verga, Vera	X		
Witty, Mike	X		
Robinson, Judy	X		
Erik Fay	X		

ADJUNCT FACULTY

Sandra Tirado	X		
Helena Kashleva	X		
Nina Infantado	X		
Ann Mantell	X		

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***CHEMISTRY Discipline Group***

FACULTY ( <i>Chemistry</i> )	PRESENT	ABSENT	EXCUSED
Commendatore, Eric	x		
Gaidos, Gabe	x		
Hilton, Kim	x		
Liu, Qin	x		
McGarity, Lisa	x		
Pasishnyk, Serhiy	x		
Xue, Di	x		
Zalessov, Valentin	x		

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***ENVIRONMENTAL/OCEAN/EARTH SCI/GEO Discipline Group***

FACULTY	PRESENT	ABSENT	EXCUSED
Cameron, Angus	x		
McKenzie, Jonathan	x		
Porter, Emily	x		
Sauer, Mike	x		

ADJUNCT FACULTY

Jester, Roz	x		
Sarah Dilling	x		

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***PHYSICS/ASTRONOMY Discipline Group***

FACULTY ( <i>Phys/Astronomy</i> )	PRESENT	ABSENT	EXCUSED
Coman, Marius	x		
Coman, Luminita	x		
Manacheril, George	x		
Paudel, Yadab	x		

<i><b>Discussions</b></i>		
<i><b>No.</b></i>	<i><b>Topic</b></i>	<i><b>Highlights</b></i>
<b>1.</b>	<i><b>Break-outs into Discipline Meetings</b></i>	<p>For the <b>October 11<sup>th</sup></b> meeting, disciplines within our department met separately to discuss textbooks. Each discipline group met via group conference in SCOPE. Minutes for each group were submitted to Peggy Romeo for compilation into a single document to be uploaded onto the Document Manager.</p> <p>The minutes for each of the five discipline-group minutes are itemized in the following table.</p>
<b>2.</b>	<i><b>Next Meeting</b></i>	The next meeting will be November 8, 2019.

## Discipline Group Discussions

No.	Group	Highlights
1.	<p><b>Physics/Astronomy</b> Meeting was facilitated and minutes were prepared by <i>Marius Coman</i></p>	<p><b>Proctorio Requirements:</b> the requirements of School of Pure &amp; Applied Science regarding Proctorio will be adopted.</p> <p><b>SB 1720 Testing Exemption Prerequisites:</b> Physics group voted for excluding the "SB 1720 Testing Exemption or successful completion of all Developmental courses" from the syllabi.</p> <p><b>Incorporating One Book/One College:</b> Physics professors may include some topics from the book chosen this year if the topics are relevant to competencies/outcomes in the syllabi.</p> <p><b>Redesign the Science and Engineering AS Degree:</b></p> <ol style="list-style-type: none"> <li><b>1. Faculty reviewed Proposed PDF</b> <ul style="list-style-type: none"> <li>• Faculty voted <b>YES TO combine</b> options into one list of courses with recommendation for the various areas;</li> <li>• Faculty <b>suggested excluding PHY2054, PHY2054L, PHY2049, PHY2049L</b> from the list of physics courses since these courses have the PHY2053, PHY2048 as prerequisites and these prerequisite course are on the list already.</li> <li>• Physics Faculty <b>suggested that PHY1020C would be added</b> to the list of physics courses.</li> </ul> </li> <li><b>2. Removing EGN2312 and 2322:</b> <ul style="list-style-type: none"> <li>• physics faculty voted YES for Removing EGN2312 and 2322; though the vote should be appropriately Weighted; votes of environmental and science faculty directly involved should get a greater weight!</li> </ul> </li> <li><b>3. Removing the Scientific Business Option:</b> physics faculty voted YES</li> <li><b>4. Adding classes for new Geotechnology option:</b> <ul style="list-style-type: none"> <li>• physics faculty voted YES;</li> <li>• though the vote should be appropriately Weighted;</li> <li>• science faculty directly involved should get a greater weight!</li> </ul> </li> <li><b>5. Adding PHY1007C to electives:</b> physics faculty suggested PHY1007C be replaced with PHY1020C...</li> <li><b>6. Adding option of using Microsoft certification to meet computer course requirement:</b> physics faculty voted YES; though the vote should be appropriately Weighted; computer science faculty directly involved should get a greater weight!</li> </ol>

		<p>7. <b>Adding a Healthcare Workplace Certificate:</b> physics faculty voted YES; though the vote should be appropriately Weighted;</p> <p>8. <b>Adding an Environmental Workplace Certificate:</b> physics faculty voted YES; though the vote should be appropriately Weighted;</p> <p><b>Textbook Adoptions:</b> no new textbooks have been adopted! Current list is correct!</p> <p><b>Assessment Goals:</b> Were set in the Sept 13th meeting and included in the September 13<sup>th</sup> minutes. Caution: some votes should be appropriately weighted.</p>
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## Discipline Group Discussions

No.	Group	Highlights
2.	<p><b>Biology/Micro/Nutrition</b></p> <p>Meeting was facilitated by Vera Verga , and minutes were prepared by Melanie Ulrich</p>	<p>Meeting started at 1:05 PM</p> <p><b>Topic 1 – Online Course Instructors: Discuss requirements for Proctorio</b></p> <ul style="list-style-type: none"> <li>• Reason: Since there is no talk of changing to a different proctoring method in the near future, Martin (Dean McClinton) is requesting we adopt similar requirements throughout the School of Pure &amp; Applied Science. Students are complaining that course requirements are not consistent for all their courses.</li> <li>• Feedback from online course instructors: <ul style="list-style-type: none"> <li>○ Vera – stated she has had success, but you have to teach students a lot in the beginning to make it work</li> <li>○ Peggy <ul style="list-style-type: none"> <li>▪ Stated she required an external camera and that Math does the same</li> <li>▪ Students could use sticky notes around their monitor to cheat and the external camera will be able to see that</li> <li>▪ The students can purchase the camera, rent from the school or go to the testing center or library to check out a camera (addresses the issue brought up by students that they can't afford to buy one)</li> </ul> </li> <li>○ Tina <ul style="list-style-type: none"> <li>▪ Stated she uses Proctorio only for the online lab final (Gabe stated the same)</li> <li>▪ Suggested the faculty share Proctorio settings and make them uniform</li> <li>▪ Suggested having the bookstore sell external cameras and make it a part of the required course materials so students could use their financial aid to purchase them – the faculty present agreed</li> </ul> </li> </ul> </li> <li>• A concern was raised for dual enrolled students, but they can go to the testing center instead; it was also stated that the high school should have a camera for their students to use</li> </ul> <p><b>Topic 2 – Prerequisites: SB 1720 Testing Exemption or successful completion of all Developmental courses</b></p> <ul style="list-style-type: none"> <li>• Reason: Can we take this prerequisite out of our courses? For the most part, it only affects out-of-state students.</li> <li>• The faculty was uncertain about the request itself</li> <li>• Ann asked – “Do we know the percentage of students that are from out-of-state in general?”</li> </ul>

		<ul style="list-style-type: none"> <li>• More details are needed, so this item was tabled awaiting further information</li> </ul> <p><b>Topic 3</b> – Discuss strategies for incorporating One Book/One College</p> <ul style="list-style-type: none"> <li>• A common statement is that many students have not read the book</li> <li>• Dual enrolled students do not get a copy of the book (a question was raised if we were sure and Gus said he was sure they don't get a copy)</li> <li>• Adjuncts only get a copy if there are any left over</li> <li>• Many faculty stated that the students aren't reading the course material as it is</li> <li>• A question was raised as to the exact purpose of this initiative. Responses were as follows: <ul style="list-style-type: none"> <li>○ Gabriel Gaidos: "Purpose: educate students on challenges in the world: environmental disasters, extinctions, wars, human rights"</li> <li>○ Erik Fay: "When the Gen ed council started this idea it was supposedly to gain a more college wide learning idea or curriculum. A number of other colleges do something similar. I think USF did Immortal life of Henrietta Lacks a few years ago."</li> <li>○ Christina Ottman: "I think it is to connect our separate islands of knowledge into a more universal thread that helps students think more critically about global issues"</li> </ul> </li> <li>• The faculty discussed incorporating One Book/One College in our classes and no one had a good idea to use universally</li> </ul> <p><b>Topic 4</b> – Request from Martin (Dean McClinton): "I would like the faculty to look at and vote on some possible curriculum actions:"</p> <ul style="list-style-type: none"> <li>• Redesign the Science and Engineering AS Degree (Need to review Current &amp; Proposed PDFs)</li> <li>• Add a Healthcare Workplace Certificate (Need to review Healthcare Workplace document)</li> <li>• Add an Environmental Workplace Certificate (Need to review Environmental Workplace document)</li> <li>• The faculty feels that more information is needed. Everyone has agreed to look at the posted files and offer feedback/questions to gather more information</li> </ul> <p><b>Topic 5</b> – Reminders</p> <ul style="list-style-type: none"> <li>• Course Supervisors <ul style="list-style-type: none"> <li>○ If you haven't already done so, solidify textbook adoptions &amp; if changed from this semester, send to Peggy</li> <li>○ If you haven't sent your assessment report (goals from last meeting) to Marius &amp; Peggy, be sure to do so ASAP!</li> </ul> </li> <li>• All Course Supervisors present stated the information was sent or will be sent shortly</li> </ul>
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		<p><b>Lisa</b> – BSC 1005 meeting to go over the common exam and learning outcomes in person on 12/12/19; present faculty (Lisa, Gus, Jordan, Judy, Marcela, Peggy, and Jessica) agreed they could work out arrangements.</p> <p>Next meeting will be on November 8, 2019 using the same format and Mike Witty will facilitate</p> <p>Meeting ended at 2:01 PM</p>
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***Discipline Group Discussions***

<b>No.</b>	<b>Group</b>	<b>Highlights</b>
3.	<p><b>Environ/Ocean/Earth Science/Geology</b></p> <p>Meeting was facilitated, and minutes were prepared by <i>Jon McKenzie</i></p>	<p><b>Online Course Proctorio Requirements:</b></p> <ul style="list-style-type: none"> <li>All online professors agreed that having strict requirements is important for the success of using Proctorio.</li> <li>A minimum of 30 second room scan was recommended as is the possibility of requiring an external webcam/mirror to ensure there is no cheating taking place.</li> </ul> <p><b>Prerequisites:</b> Everyone agreed to remove the prerequisites</p> <p><b>One Book/One College:</b> Emily and Roz are both working with chapter 7 focusing on climate change and nationalism. Students will be encouraged to attend these sessions.</p> <p><b>AS Redesign:</b> Okayed by all present.</p> <p><b>EVR Workplace Certificate:</b> Mike provided background for the certificate. Discussed its importance to the local work force and why it is needed.</p> <p><b>Textbook Changes:</b> ESC is going to move to Pearson.</p> <p><b>EVR Common Assessment:</b> Questions for each chapter assigned in September meeting will be turned in to Jon the first week of November. These will be combined and sent to everyone for the November meeting. Final assessment should be ready in December.</p>



## Discipline Group Discussions

No.	Group	Highlights
4.	<p><b>Chemistry</b> facilitated, and minutes were prepared by <i>Qin Liu</i></p>	<ol style="list-style-type: none"> <li>1. <b>Proctorio:</b> Kimberly is the only full-time professor teaching online chemistry courses now, she will contact other adjuncts and make sure they are using same requirement about the Proctorio usage.</li> <li>2. <b>SB1720 prerequisite:</b> we have no comments about it, and not any chemistry course has this prerequisite.</li> <li>3. <b>One book/One College:</b> we will try to incorporate some science-related chapter about atoms' structure, nuclear weapons into our lecture, but will not put it into any exams.</li> <li>4. <b>Redesign the Science and Engineering AS Degree:</b> Lisa said the newly proposed Science and Engineering AS Degree is better and broader than previous one, we all agreed.</li> <li>5. <b>Newly proposed Healthcare Workplace Certificate:</b> we think CHM2032 should be added to this program.</li> <li>6. <b>Newly proposed Environmental Workplace Certificate:</b> it looks ok to us, no need to change.</li> <li>7. Serhiy mentioned the <b>safety issue of dogs in chemistry labs</b>, he suggests that the dogs in lab should always wear safety goggles and shoes for safety.</li> <li>8. We will <b>vote for discipline coordinator</b> in this week.</li> </ol>

## Discipline Group Discussions

No.	Group	Highlights
5.	<b>A&amp;P/HSC</b> Meeting was facilitated, and minutes were prepared by <i>Leo Mera</i>	<ol style="list-style-type: none"> <li>1. <b>Prerequisites:</b> SB 1720 Testing Exemption or successful completion of all Developmental courses..... N/A</li> <li>2. <b>One Book/One College:</b> None of us has found a way to incorporate 21 lessons for the 21<sup>st</sup> century into our programs. Most of the topics covered in the book are associated with sociopolitical issues.</li> <li>3. <b>Redesign the Science and Engineering AS Degree:</b> N/A</li> <li>4. <b>Add a Healthcare Workplace Certificate:</b> The program has an A&amp;P requirement, same two classes.</li> <li>5. <b>Add an Environmental Workplace Certificate:</b> N/A</li> <li>6. <b>Charlotte Campus Anatomy &amp; Physiology Committee:</b> <ul style="list-style-type: none"> <li>• Creating greater continuity in the level of rigor and concepts covered in A&amp;P 1 and 2 courses and to add continuity for lab preparation. Attention given to the course outcomes and objectives supporting the general education competencies as stated by the department in the syllabi. Decision reached to begin reviewing and comparing individual syllabi at the next meeting and to discuss concepts to be emphasized in lectures and labs.</li> <li>• The degree of rigor in student assessments. Consideration given to assessment formats (oral and written components to practical lab examinations; multiple choice, short answer written responses, and true/false questions on lecture exams). Discussion on the use of medical case studies to encourage collaborative learning and critical thinking during lab activities and as a method of assessment.</li> </ul> </li> <li>7. <b>Term paper requirement:</b> There was confusion among the faculty regarding the term paper requirement. Since A&amp;P is part of the Gen Eds, we have to assign a term paper in our classes.</li> <li>8. <b>Textbook requirement:</b> We are all using the Tortora text book, however none of us is using the online resources, such as assignments.</li> <li>9. <b>Biology pre-requisite:</b> We had a long talk about the fact that Biology is no longer required to take A&amp;P and how this is affecting student outcome. We spoke about approaching Ms. Tropello, dean of Health Sciences regarding the issue.</li> </ol>

*\*Minutes edited, collated, and recorded by Dr. Peggy Romeo*