

**SCIENCE DEPARTMENT MEETING MINUTES\***

*FRIDAY, FEBRUARY 14, 2020*

*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		
Erik Fay	X		

**ADJUNCT FACULTY**

Sandra Tirado	X		
Nina Infantado	X		
Ann Mantell	X		
Nimmi Prabhu	X		

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***CHEMISTRY Discipline Group***

FACULTY	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**

Sarah Dilling	x		
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***PHYSICS/ASTRONOMY Discipline Group***

FACULTY	PRESENT	ABSENT	EXCUSED
Coman, Marius	x		
Coman, Luminita	x		
Manacheril, George	x		
Paudel, Yadab	x		

<b>Discussions</b>		
<b>No.</b>	<b>Topic</b>	<b>Highlights</b>
1.	<b>Break-outs into Discipline Meetings</b>	<p>For the <b>February 14<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>
2.	<b>Next Meeting</b>	The next meeting will be April 10 <sup>th</sup> , 2020.

<b>Discipline Group Discussions</b>		
<b>No.</b>	<b>Group</b>	<b>Highlights</b>
1.	<p><b>Physics/Astronomy</b> Meeting was facilitated and minutes were prepared by <i>Marius Coman</i></p>	<p><b>OER and TEXTBOOK ADOPTIONS:</b></p> <ul style="list-style-type: none"> <li>• Course Supervisors went over adopted textbook/materials</li> <li>• Course Supervisors will send the textbook info to Andy by Feb 20th, 2020.</li> <li>• In our physics labs we do use OER but it's equipment/campus specific so no "campus wide" adoptions are required/necessary.</li> </ul> <p><b>PROCTORIO CONCERNS:</b></p> <ul style="list-style-type: none"> <li>• Faculty were reminded to open the videos from proctored exams</li> </ul> <p><b>PREREQUISITE CONCERNS:</b></p> <ul style="list-style-type: none"> <li>• Only a constraint in the registration software will prevent students to registering for low-level courses after successfully completing a higher level course...</li> </ul> <p><b>EVALUATION FORMS:</b></p> <ul style="list-style-type: none"> <li>• Faculty were reminded of the due Dates</li> </ul>

## Discipline Group Discussions

No.	Group	Highlights
2.	<p><b>Biology/Micro/ Nutrition</b></p> <p>Meeting was facilitated by <i>Jordan Donini</i> , and minutes were prepared by <i>Gus Cameron</i></p>	<p><b>OER DISCUSSION:</b></p> <ul style="list-style-type: none"> <li>• Peggy has been looking into OER adoption for BSC1011 &amp; BSC1005 online courses with the OpenStax; replacing content with OER materials for online is a very time-consuming process.</li> <li>• Some biology faculty are using the Connect digital course materials that complement our current textbook in these courses – OER textbooks do not have comparable options currently.</li> <li>• No biology faculty are currently using OER textbooks in their classes. A limitation of OERs has been finding suitable high quality images to use in online courses.</li> </ul> <p><b>FORMS:</b></p> <ul style="list-style-type: none"> <li>• Everyone present is aware of the various forms and e-portfolios due today.</li> </ul> <p><b>PROCTORIO CONCERNS:</b></p> <ul style="list-style-type: none"> <li>• Peggy recommends assigning practice quizzes using Proctorio early in the semester for those teaching online. This is time consuming, but ensures that students and instructors involved in online teaching are well practiced at using the software.</li> <li>• If a faculty member is teaching online, and not adequately reviewing Proctorio footage, they are simply not doing their job. If faculty are not reviewing footage, it compromises our exams – including common finals. It is essential that all exams are reviewed.</li> </ul> <p><b>PRE-REQ CONCERNS:</b></p> <ul style="list-style-type: none"> <li>• A small minority of students at the Hendry/Glades campus have been in enrolling in BSC 1005 after successfully completing BSC 1010. The consensus is that this does not appear to be a significant problem at other campuses.</li> <li>• There is very little we can do to stop students making poor decisions, but we may wish to consider providing a list of recommendations for advisors to pass on to students – not only to advise students against working backwards through our courses, but also to help students not enroll in classes they are not yet ready for (e.g. taking microbiology before completing bio 1, or enrolling in Bio 1 when they only have a “C” for high school biology).</li> </ul> <p><b>TEXTBOOK ADOPTIONS:</b></p> <ul style="list-style-type: none"> <li>• BSC 1005: Stick with same book (for now).</li> <li>• BSC 1010/11: Stick with same book.</li> <li>• MCB 2010: Stick with same book, but new edition.</li> <li>• Course supervisors please email Andy with the details of textbooks including the ISBN. No later than 20<sup>th</sup> of February.</li> </ul>

		<p><b>NEXT MEETING:</b></p> <ul style="list-style-type: none"> <li>• Our next department meeting falls during the Spring break week. Hopefully this can be moved to the following week.</li> <li>• We still need to develop a common assessment for BSC 1005 and BSC 1011. Lisa will email BSC 1005 faculty to assess availability so we can continue to work on this for BSC 1005. BSC 1011 TBA.</li> </ul>
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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>OER RESOURCES:</b></p> <ul style="list-style-type: none"> <li>• We've looked at Open Resources in the past and continue to look at available options but are not comfortable switching to any for our courses at this time.</li> </ul> <p><b>REMINDERS:</b></p> <ul style="list-style-type: none"> <li>• Reminded everyone to get their Form 1s in by the end of Feb 14<sup>th</sup>.</li> </ul> <p><b>PROCTORIO:</b></p> <ul style="list-style-type: none"> <li>• Discussed the need to review any test that showed abnormalities.</li> <li>• Some concern about the need to review 24 students taking 2 hour tests per class. Amount of time adds up quickly if we are supposed to watch the entire video of every student.</li> </ul> <p><b>PRE-REQS:</b></p> <ul style="list-style-type: none"> <li>• Doesn't apply to any of our courses</li> </ul> <p><b>TEXTBOOKS:</b></p> <ul style="list-style-type: none"> <li>• No changes to most of our books, we are changing ESC to Pearson from McGraw-Hill so this information will be forwarded to Andy.</li> </ul> <p><b>OTHER CONCERNS:</b></p> <ul style="list-style-type: none"> <li>• Emily was looking for help with data loggers at Collier, Mike offered to help.</li> <li>• Mike is also sending all EVR professors the common final that was developed over the past semester. Emily asked who else was teaching OCE this fall to switch to an online EVR.</li> <li>• Most schedules are already set so she was encouraged to talk to the Dean about opening a section for her to teach.</li> </ul>

## Discipline Group Discussions

No.	Group	Highlights
4.	<p><b>Chemistry</b></p> <p>Meeting was facilitated, and minutes were prepared, by <i>Qin Liu</i></p>	<p><b>CHEM2031:</b></p> <ul style="list-style-type: none"> <li>• Gabe was not in this meeting because of medical appointment, he sent me an email and here is what he said about the course of General Chemistry for Health Science: Since Spring 2020, CHM2032 and CHM2032L are completely free, because students only use Canvas materials provided by Gabe. Students don't have to buy any books.</li> <li>• Common assessment: by March 13, Gabe will put together a common assessment (common final exam) for CHM2032.</li> </ul> <p><b>ISSUE ABOUT OER DEVELOPMENT:</b></p> <ul style="list-style-type: none"> <li>• So far chemistry faculty at lee campus are using OER for general chemistry CHM2045 and CHM2046, charlotte and collier campus are still using the textbook (Tro) from publisher Pearson.</li> <li>• Issues about free lab manual development: CHM2046Lab manual has been developed and being used by collier and lee currently; CHM2045Lab manual is under developing led by Serhiy, other professors will contribute to this team project. We will discuss this topic more in next discipline meeting on March 20<sup>th</sup>. CHM2210Lab and CHM2211Lab manuals has been developed by Eric and Qin, and both Lee and Charlotte will use these free manuals from now on. Lisa will review the manuals and decide what to do.</li> <li>• It is mentioned that any faculty member who wants to initiate a development of OER course should announce to all faculty members, so that we can take good care of our students and prepare for any possible change in future.</li> <li>• Kim, Qin, and Di are reviewing OER textbook for CHM2025. Kim has developed free lab manual for CHM2025Lab; and she will find out how to create a Canvas Shell to share with other professors.</li> <li>• Some faculty proposed that whoever developed a new course should get paid. Di will bring this proposal to the FSW Open committee.</li> </ul> <p><b>PRE-REQS:</b></p> <ul style="list-style-type: none"> <li>• Serhiy, Kim and Lisa mentioned that some of the students who didn't take CHM2025 are not ready for CHM2045; we should encourage CHM2025 student to take the by-pass test to see if they are really ready to register CHM2045 directly.</li> <li>• Some faculties also have concern about the quality of high school chemistry education. Currently the student can register CHM2045 if they got a "B" in high</li> </ul>

		<p>school chemistry class; we need to keep tracking the situation and re-evaluate this prerequisite for CHM2045 in future.</p> <p><b>TEXTBOOKS:</b></p> <ul style="list-style-type: none"> <li>All course supervisor will send the textbook and lab manual adoption to Andy no later than Feb 20<sup>th</sup>.</li> </ul>
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***Discipline Group Discussions***

<b>No.</b>	<b>Group</b>	<b>Highlights</b>
5.	<p><b>A&amp;P/HSC</b> Meeting was facilitated, and minutes were prepared by <i>Leo Mera</i></p>	<p><b>OER RESOURCES:</b></p> <ul style="list-style-type: none"> <li>Each instructor has the option to adopt an OER text book/resource</li> </ul> <p><b>REMINDERS:</b></p> <ul style="list-style-type: none"> <li>Form #1 due 02/14/2020 and form #3 due at the end of March</li> </ul> <p><b>PROCTORIO:</b> N/A</p> <p><b>PRE-REQS:</b></p> <ul style="list-style-type: none"> <li>We addressed this issue in the past and there's nothing we can do</li> </ul> <p><b>TEXTBOOKS:</b></p> <ul style="list-style-type: none"> <li>We all agreed on keeping the current textbook. ISBN numbers were sent to Andy via email</li> </ul>

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