

## SCIENCE DEPARTMENT MEETING MINUTES\*

*FRIDAY, NOVEMBER 12, 2021*

FACULTY	PRESENT	ABSENT	EXCUSED
Anzalone, Gerald	X		
Cameron, Angus	X		
Coman, Luminita	X		
Coman, Marius	X		
Commendatore, Eric	X		
Donini, Jordan	X		
Gaidos, Gabriel	X		
Handte, Gordon	X		
Hilton, Kim	X		
Hooks, Ed	X		
Koepke, Jay	X		
Liu, Qin	X		
Lydon, Christina			X
Manacheril, George	X		
Mason, Gregg	X		
McKenzie, Jonathan	X		
Nittis, Thalia	X		
Ottman, Tina	X		
Pasishnyk, Serhiy	X		
Paudel, Yadab	X		
Porter, Emily			X
Robinson, Judy	X		
Romeo, Peggy	X		
Samaliazad, Esmaeel	X		
Sauer, Mike	X		
Slisher, Jessica	X		
Tirado, Sandra	X		
Ulrich, Melanie	X		
Vala, Teju	X		
Verga, Vera	X		
Witty, Mike	X		
Xue, Di	X		
Zalessov, Valentin	X		

ADJUNCT FACULTY/Guests

Helena Kashleva	X		
Nina Lichvarik	X		
Ralph Laudan	X		
Nina Infantado	X		

<b>Discussions</b>														
<b>No.</b>	<b>Topic</b>	<b>Highlights</b>												
1.	<b>Logging in and Signing into Chat</b>	The meeting began at 1:00 via Zoom and was facilitated by Peggy Romeo, the Science Department Chair. Faculty used the chat platform as a sign in area.												
2.	<b>Tips for Assessable Learning Outcomes</b>	Mike Sauer used our recently submitted biology Course Learning Outcome changes as examples of how to create good LO's that are easily assessable. By comparing the old, detailed outcomes with the newly created ones, faculty were able to see how using certain action verbs can influence how an LO can be assessed. Mikes suggestions are based on his recent training in Quality Matter. If/when faculty decide to revise their LO's for their courses, Mike is available to help.												
3.	<b>Tips for Submitting in Curriculog</b>	Gus Cameron shared his screen and walked us through the Curriculog process. He let faculty though how to submit, why faculty endorsements are needed, and how to edit once a proposal has been submitted. He also showed us each step in the process as a proposal moves through the review procedure. Since he is currently in the last steps of submitting six proposals for biology, Gus has volunteered to help anybody if/when they are ready to tackle Curriculog.												
4.	<b>Still Need Mentors!</b>	<p>Now that a mentoring workshop has been offered and several faculty had the opportunity to update their mentoring credentials, we chose mentors for our last two adjuncts on the TLC list.</p> <table border="1"> <thead> <tr> <th>Adjunct</th> <th>Discipline</th> <th>Campus</th> <th>Mentor</th> </tr> </thead> <tbody> <tr> <td>Michael Anderson</td> <td>Bio/Env</td> <td>Lee</td> <td>Mike Witty</td> </tr> <tr> <td>Rabecca Chifanzwa</td> <td>Bio/Env</td> <td>Online</td> <td>Sandra Tirado</td> </tr> </tbody> </table>	Adjunct	Discipline	Campus	Mentor	Michael Anderson	Bio/Env	Lee	Mike Witty	Rabecca Chifanzwa	Bio/Env	Online	Sandra Tirado
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5.	<b>Announcements or Updates?</b>	<p>Common finals coming up. Everyone who is scheduled to administer a common final exam is reminded to request the latest version of the exam from the course supervisor.</p> <p>Faculty were reminded that full-book bargaining will be beginning in January.</p>												
6.	<b>Next Department Meeting</b>	The meeting adjourned @ 2:00. The next meeting, scheduled for <b>January 14, @ 1:00</b> via Zoom.												

*\*Minutes recorded & submitted by Dr. Peggy Romeo*