Department of Physical Science Meeting Minutes

Feb 9, 2024

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| --- | --- | --- | --- |
| Faculty | Present | Absent | Excused |
| Luminita Coman | X |  |  |
| Yadab Paudel | X |  |  |
| Marius Coman | X |  |  |
| Kimberly Hilton | X |  |  |
| Soumya Bhattacharya | X |  |  |
| Serhiy Pasishnyk | X |  |  |
| Valentin Zalessov | X |  |  |
| Christina Lydon | X |  |  |
| Eric Commendatore | X |  |  |
| Di Xue | X |  |  |
| Qin Liu | X |  |  |
| Gabriel Gaidos | X |  |  |
| Michael Sauer | X |  |  |
| Tina Churchill | X |  |  |

**Summary**

***Assessment Processes and Document Sharing***

The team, including Michael Sauer, Qin, Eric, and Gabriel Gaidos, discussed their assessment processes and the possibility of making changes. They noted that they had previously had course supervisors review and edit assessment reports, and they planned to discuss this further in the next department meeting in April. Eric also mentioned the sharing of documents and reports, which was confirmed by Michael Sauer. There was also a brief discussion about physical models, which Michael Sauer offered to share with the team.

***Equipment Funding and Consumables Budget Discussion***

There was a discussion about funding for teaching and research equipment. Qin Liu suggested that if someone needs equipment for their teaching or research, they should ask Libby for funding, with no specific limit mentioned. Luminita Coman mentioned the potential need for a Raman spectrometer for a research grant, and Eric Commendatore suggested she could send an email to discuss the details further. Christina Lydon raised concerns about the budget for consumables, as she was previously told there was no budget for such items. Qin Liu confirmed that the funding is for anything needed for teaching and advised Christina Lydon to send an email to Libby to discuss the issue.

***Textbooks, Assessments, Hiring Process***

Qin Liu and Tina Churchill discussed the department's business, including matters related to textbooks and assessments. They also touched upon the status of the hiring committee, noting that the applicant pool was small. Tina suggested that the assessment's purpose should be meaningful and not just for the sake of having one. Christina Lydon inquired about the hiring process, and it was recommended that she communicate with Yadab, the chair of the search committee.

***Assessment and Potential Shift in Courses***

Tina Churchill, the effectiveness coordinator for the school of pure and applied science, initiated a discussion about the assessment of courses, particularly in relation to reports and data. She emphasized the importance of using the data collected from these assessments to improve courses and ensure they meet the needs of students. She also mentioned the potential shift from SACS to HLC and how this might affect the assessment process. Soumya Bhattacharya raised concerns about the requirements of HLC and how this might impact the assessment process. Tina assured her that she would discuss this with Joe and provide more details. Qin Liu, the supervisor of the organic course, shared his opinion that final exams are the most appropriate way to assess, but admitted that different professors might have different views.

***Teaching Earth Science: Assessment Methods Discussed***

Michael Sauer discussed his approach to teaching Earth science, which involves using pre and post assessments within each module to gauge students' understanding of the material. He found this method more effective than a final exam as it allows him to identify areas where students might be struggling and to adjust his teaching accordingly. Tina Churchill clarified that these assessments are already in place for Michael Sauer's Earth science classes. There was also a discussion about whether this method should be applied to other classes, such as physics, but no clear decisions were made.

**Next steps**

• Christina will send an email to Libby about the budget for consumables.

• Tina will look at the last report for the physics course.

• Tina will discuss the HLC accreditation process with Joe and provide more details to the team.