

MINUTES

Science Department Meeting
Christina (Tina) Ottman, Department Chair

October 12, 2012 1:00 – 2:00 p.m.

Collier: G-109; Lee: AA-177; Charlotte: E-105; Hendry-Glades: A-106

	Present	Absent	Excused		Present	Absent	Excused
Faculty				Romeo, Peggy	X		
Batcher, Doris	X			Trevino, Marcela	X		
Black, Cheryl	X			Ulrich, Melanie	X		
Clemence, Dorothy	X			Verga, Vera	X		
Coman, Marius	X			Wilcox, William (Bill)	X		
Donaldson, Kurt	X			Witty, Mike	X		
Hepner, Roy	X			Wolfson, Jed	X		
Hermann, Henry		X		Xue, Di	X		
Hooks, George (Ed)	X						
Horn, Darryl	X			Adjunct Faculty			
Huang, Li	X			Posey, Fred	X		
Israsena Na Ayudhya, Thep	X			Labriola, Jean	X		
Jester, Rozalind	X			Teju, Vala	X		
Koepke, Jay	X			Kashleva, Helena	X		
Liu, Qin	X			Staff			
Manacheril, George	X			Otto, Kirk			X
McDevit, Daniel	X			Tyus, Jessica		X	
McGarity, Lisa	X			Clemence, Bob		X	
McKenzie, Jonathan			X	Guests			
O'Neal, Lyman		X		Dr. Tom Rath	X		
Ottman, Tina	X			Cindy Campbell (Library)	X		
Prabhu, Nirmala			X				
Rattenborg, Oscar	X						

I. Welcome

- a. A huge 'THANK YOU' to Melanie Ulrich for taking such excellent meeting minutes of our September meeting.
- b. September 14, 2012 meeting minutes were revised to reflect comments made by Lisa Hermann (not Lisa McGarity) and to add Joseph Van Gaalen as the course supervisor for geology courses. All faculty present approved final meeting minutes.
- c. New faculty, when asked how they were doing so far, all gave a 'thumbs up' response.

II. Library Resources/Databases (Roz Jester – our Lee faculty liaison to the library & Cindy Campbell – guest from the Lee Library)

- a. 9 faculty responded to the library survey Roz posted on SCOPE about database use.
- b. Cindy Campbell from the Lee campus library discussed the databases we have available and shared improvements including the ability to save searches and e-mail articles.
- c. Important for students to learn the databases for their careers so faculty are encouraged to learn/use our existing databases and feel free to suggest new databases they would like considered for additional resources.
- d. Faculty were asked if they currently use the McGraw-Hill Access Science database and were encouraged to see what it has to offer.
- e. Fred Posey mentioned that when he finds an article he is not granted access to the actual periodical for one year; Roz suggested using the Inter-Library Loan request form to receive a PDF of the requested article within a few days/weeks. Ed Hooks asked about ways in which he could request the actual document when the visual reproductions in a PDF are not sufficient and Cindy Campbell told him to make that request at the library and they would try and help.
- f. Faculty are able to request a training class in the use of the library databases for their classes – see your campus library staff to make that request.

- g. Tina encouraged faculty to utilize the PROQUEST Natural Sciences database – offers many of the same resources most faculty became used to when they were researchers (i.e. Cambridge Scientific Abstracts). The database is not inexpensive so we need to make sure we are using it and teaching our students how to use it.
- h. Are faculty interested in a ProQuest/database workshop to gain familiarity with the content and use of these databases? If so, please initiate a discussion thread in SCOPE (Canvas) to gauge interest.
- i. Cindy also discussed other library resources including books (faculty can request the acquisition of specific books to be added to the library), DVDs, and the ability to stream a huge selection of videos into your classrooms/presentations.
- j. Make sure to check out the JOVE database added last year in response to a request by Marcela Trevino – Journal of Visual Experiments.
- k. Tina reiterated the ‘use it or lose it’ concern with these expensive databases – faculty need to see what is available and then use the databases they like so that the library is aware of the resources being utilized. Those not being used can be replaced by other resources that faculty request...but it does not make sense to pay for expensive resources that are not being used.

III. STEAM Presentation Update

- a. Presentation was made to the District Board of Trustees by Tina Ottman and Wendy Chase (along with a PowerPoint visual) at their meeting on 9/25/2012.
- b. Tina reported that the presentation went very well and that she has heard a lot of positive comments from those present, however, the Board members had no immediate comments. Bill Wilcox confirmed that President Allbritten said the presentation was well done, but that it ran a little over the allotted time leaving no time for comments or questions from the Board.
- c. Tina said the presentation to the DBOT was meant to introduce them to the idea so that future proposals stemming from STEAM initiatives will be supported.
- d. Tina asked for discussion over adding STEAM to our 2012-2013 unit plan. Science currently has a STEM objective within the unit plan (from 2011-2012).
- e. Roz Jester responded to concerns raised by Ed Hooks that the ‘STEAM’ concept is vague and that there might be repercussions to changing STEM to STEAM. The following goals of STEAM were extracted from the presentation made to the DBOT:
 - 1. Provide a philosophical framework that fosters systemic thinking across the disciplines.
 - 2. Implementation of interdisciplinary courses. This has already been initiated: Dr. Ransford is teaching Ethno-mathematics this spring; Professors Wilkins, Lublink and Jester have written a proposal for a new course, IDS 2930: Special topics in Arts and Sciences; and there is interest in developing a course on science and ethics. These types of courses are truly interdisciplinary and enable us to prepare students not only with STEM knowledge, but also with ways to use that knowledge for the betterment of humanity.
 - 3. Host a biennial colloquium, “Education for a New Humanity,” involving local, national and international speakers who explore the impact and importance of the Arts and Sciences on our culture, along with their issues and values.
- f. Marcela Trevino reinforced the importance of fostering and nurturing creativity in our courses as the best and brightest scientists and mathematicians were also very talented artists and musicians. These connections are not coincidental; the link between STEM and the arts has been well documented.
- g. Tina asked faculty to contribute to a discussion about STEAM initiatives and inclusion in the unit plan on CANVAS.

IV. Common Assessments/Unit Plan Discussion (Course Supervisors)

- a. Status/progress of courses *required* to give a common assessment due to concurrent courses being offered in high schools as dual enrollment for Edison credit:
Fall 2012: BSC 1010, BSC 1010L, BSC 1050C, BSC 1093C, BSC 1005*
- b. Tina will be sending e-mails to course supervisors of these courses within the next 3 weeks to confirm details over implementation of the common finals, as well as how to collect and submit the results. Clarification over instructions for testing in the online classes utilizing testing centers will be included; any concerns should be sent to Tina (cottman@edison.edu).
- c. Tina requested common assessment follow-up data from 2011-2012 in ISC, PHY, and CHM courses to include with the final report of the 2011-2012 unit plan (due 11/19/2012). George Manacheril agreed to send ISC results, Marius Coman agreed to submit PHY results, Qin Liu will send CHM 2025L results and Doris Batchner will compile CHM 2032L results.
- d. Unit Plan – review of current plan and suggestions for changes/additions. Reminder that the 2012-2013 unit plan is due in November and ALL faculty are asked to provide input on the main objectives that should be included as departmental goals/tasks for this academic year.

- e. Tina provided an update on the department's request to meet with assessment and IT to discuss data analysis applications and assessment design for our common assessments. As we had a heavy agenda for this meeting, this item will remain on the agenda for our next departmental meeting in November.

V. Syllabi (Ottman)

- a. Syllabi concerns – Tina submitted a letter to the VPAA on behalf of the science faculty requesting that the revised date on the bottom of common course syllabus templates be changed EVERY time there is a revision, regardless of whether the change is administrative or curricular, so that faculty can continue to use their current syllabus as long as the dates are the same. Additionally, it was requested that a 'cut-off' date be established after which no changes will be made to the templates prior to the start of each term. The letter suggested a minimum of one month prior to the start of each term. That would allow faculty more time prior to the start of the term to prepare their syllabi as well as provide the department chair with sufficient time to review them. Awaiting a response from the VPAA.
- b. Bill Wilcox said there were discussions in Faculty Senate concerning the formatting issues with the common syllabi templates and the existing format makes it difficult to cut and paste in the space beneath the roman numerals. Mike Witty profoundly agreed – dislikes the 'wiggly' appearance after text is inserted.
- c. Mike Witty asked about a common course syllabus for the undergraduate research course XXX 2910. Tina responded that this needs to be created by those using the 2910 designation for student research offerings, currently Tina, Mike W. and Joseph Van Gaalen.
- d. Syllabus checklist for Spring 2012 syllabi submissions/guidelines for quality control – Tina will post these on CANVAS for faculty to use prior to submitting their Spring 2013 syllabi for review.

VI. Professional Development/SPD Funding discussion

- a. There were requests from 6 science faculty for SPD funding to attend professional conferences. Of those 6 requests, only one received funding from this round of disbursement, and that faculty member was partially supporting the request with grant funds.
- b. Faculty whose requests were rolled over for the spring round of disbursement were told to inquire within the department for funds to be used to support their requests. Tina inquired and found out that Theo Koupelis requested and received some funds to support professional development for Lee faculty – amounting to about \$700.00 each. This might be enough for conference registration fees or local workshop opportunities. Further inquiries led to a similar pot of money requested by the Collier Campus administration to support professional development of all Collier faculty (not just science). Theo said these requests are made by each campus/administrator as part of the budget process.
- c. Some of the 'rolled' requests are for conferences in February and faculty cannot wait until the end of January to find out if they are funded. By then, it will be too late to complete travel and accommodation reservations. Marcela suggested that the funds remaining in the SPD account go ahead and be awarded; Dan McDevit said that would make it impossible for others who have to wait until the spring to apply, due to the timing of conference announcements/dates, to receive funding.
- d. Discussion on ways to improve professional development included consideration of a rotation system for awards; team reviews by interdisciplinary team using a set of requirements to award funds, and budget considerations with requiring professional development as a part of the faculty evaluation without providing funding to support this requirement. Peggy Romeo said that the SPD process is being looked at higher up and Tina encouraged faculty to send her any additional comments or suggestions via CANVAS.

VII. Dr. Rath Visit – Our new acting Dean of Arts and Sciences stopped by the meeting to introduce himself to faculty and provide some information about his role in this organizational transition. He noted that the new, official Dean would arrive January 2, 2013. Dr. Rath will not apply for the position, as he does not have an Arts and Sciences background. He does have a strong leadership background, however, and will use that over the next 3 months to guide us through 4 or 5 things we need to do together. He will let us know what these things are in the near future.

VIII. QEP (Quality Enhancement Plan)- clarification on faculty training goals.

- a. Tina discussed the concerns expressed by faculty over the '100%' completion of Cornerstone modules discussion from earlier meetings. This is NOT a requirement for faculty, only an enthusiastic request. Any progress in QEP training by faculty (i.e. take one training)...continues to show faculty support for the QEP. Faculty teaching the Cornerstone course must complete all of the training modules.
- b. Marcela asked about the value of the QEP trainings and expressed an interest in developing QEP trainings specific to the STEAM initiative. Would there be support for this idea?

- IX. Department Chair/Course Supervisors/Lead Faculty job description/discussion
- Tina discussed the current models being presented for the Department Chair position. One is more administrative and reduces teaching load to one course per academic year; the other is less administrative and sets the teaching load at two courses per semester. Discussions on selection of chairs have included elections by department faculty and approval by the Dean.
 - Bill Wilcox discussed his proposal for the implementation of Associate Chairs on each campus. Bill offered to e-mail his proposal, which includes details on the list of duties for Associate Chairs, to any interested faculty. Send him an e-mail if you would like a copy (bwilcox@edison.edu).
 - Oscar Rattenborg said we shouldn't need Associate Chairs if we have good departmental communication.
 - Faculty were encouraged to contribute suggestions for organizational models/roles to be included in the decision of the overall organizational structure for the School of Arts and Sciences. This structure will be announced in mid-November.
- X. SCOPE (Science Community Of Practice for Excellence)
- Thanks to Marcela for giving CANVAS workshops to interested faculty.
 - Tina requested that faculty USE IT! We can only improve departmental communication if we all make an effort to contribute to discussions and stay up-to-date with ongoing threads of concern.
- XI. Science Budget/Course Fees
- Tina is still trying to get answers concerning the science budget. She has made inquiries about the total revenue from course lab fees, its allocation and disbursement relative to course, campus, year etc. This is still a 'work-in-progress' – expect an update at our November department meeting.
- XII. TLC Contact for Presentations/workshops/ and help with campus-wide or district-wide events:
Rudy Moreira / rmoreira@edison.edu / Ext. 1322 / Office I-116 Lee Campus
- Tina made a clarification concerning faculty-led events: if it is an academic event, the proposal needs to go to Dr. Erin Harrel at the VPAA's office; if it is a general/non-academic event – then the proposal goes to Rudy in the TLC.
- XIII. Textbook changes for Spring 2013 – deadline Oct. 15, 2012
- The only textbook change for the upcoming Spring 2013 term is the microbiology textbook for MCB 2010C. Melanie Ulrich, the course supervisor, polled the microbiology faculty about this change and all those responding agreed to the bundle of the 11th edition Pearson text (currently using the 10th edition) along with the Mastering Microbiology access code for the online access. All microbiology faculty will need to incorporate the Mastering Microbiology resources in some way in their courses, if only to demonstrate the available study tools to students on the first day of class. Faculty should use CANVAS to discuss best practices related to this technology. All micro faculty should be sure to change their textbook information in the syllabus for the spring term.
- XIV. SIR IIs – it's that time again
- All faculty mentors were asked to show their mentees what SIR IIs are all about and how to proceed
- XV. Proposal/discussion to separate the science department into Physical Sciences and Biological Sciences/Natural Sciences (McGarity)
- Lisa McGarity introduced her proposal to separate the science department into two departments: physical sciences and biological sciences. She said she has already made this suggestion to Dr. Erin Harrel and that she sent an e-mail to all physical science faculty with information about her proposal. When asked to present her reasons for this request to the entire department, she outlined concerns that biology-related issues often monopolize department meetings and that the physical science issues are always pushed to the end of the agenda. She added that biology courses are not linked to physical science courses by pre-requisites and that their respective budgets and funding are also already separated. Additionally, she said that the two were once separate departments within Edison – so this proposal is not unprecedented. She also said that she did not feel department chairs with a biology background were qualified to evaluate adjunct portfolios of physical science adjuncts. Lisa was asked to present her proposal on CANVAS so that faculty can respond with comments and suggestions before the next meeting.
 - Tina encouraged faculty to contribute to this discussion on CANVAS and told Lisa McGarity that we would begin our next meeting with this agenda item.
- XVI. Discussion over chemistry concern related to math preparedness and calculator use (McGarity)
- This item was not discussed and will be moved to the agenda for the November department meeting.

XVII. Closing comments/adjourn

- a. Tina announced to faculty a concern over the final exam schedule for this term and asked faculty to check to see if they had a problem with the Tuesday/Thursday exams scheduled for 9:30 am and 11:00am classes. Notify Tina of any overlap concerns so that we can problem-solve specific situations.
- b. Darryl Horn motioned for the meeting to adjourn; Melanie Ulrich seconded.