

MINUTES

Science Department Meeting

Christina (Tina) Ottman, Department Chair

November 8, 2013 2:30 p.m. – 4:00 p.m.

Collier: M-119; Lee: AA-177; Charlotte: E-105; Hendry/Glades: A-110

	Present	Absent	Excused		Present	Absent	Excused
Faculty				Ottman, Tina	X		
Batcher, Doris	X			Romeo, Peggy			X
Black, Cheryl			X	Trevino, Marcela	X		
Coman, Marius			X	Ulrich, Melanie			X
Cutler, Rob	X			Vala, Teju	X		
Donaldson, Kurt	X			Verga, Vera	X		
Furler, Robert	X			Wilcox, Bill	X		
Hepner, Roy			X	Witty, Mike	X		
Hermann, Henry		X		Wolfson, Jed	X		
Hooks, Ed	X			Xue, Di	X		
Horn, Darryl	X						
Huang, Li	X			Adjunct Faculty			
Israsena Na Ayudhya, Thep			X	Ann Mantell	X		
Jester, Roz	X						
Koepke, Jay	X			Staff			
Liu, Qin	X			Otto, Kirk			
Manacheril, George	X			Tyus, Jessica			
McDevit, Dan	X			Clemence, Bob			
McGarity, Lisa	X			Guests			
McKenzie, Jonathan			X	Marie Collins	X		
O'Neal, Lyman		X		Jeff Elsberry	X		

- I. Welcome
 - a. Approval of October 2013 minutes
 - b. New faculty – how's it going??

- II. Course Materials Adoption Process...and pitfalls of some adoptions – Dobin Anderson, Judy Pultro and Gerri-Anne Duke
This topic was to be presented by the individuals listed...but they were not able to attend the meeting at the last minute so this will carry over to our next meeting.

- III. Final Gen Ed Core Course recommendations and department discussion
Health Professions programs and concerns – Dr. Marie Collins
Should we add courses to fit the first tier?
Dr. Collins spoke to science faculty and emphasized that her proposal to remove BSC 1010 as a prerequisite to BSC 1093C and HUN 1201 was not meant to 'dumb-down' the sciences. She explained the challenge in maintaining program requirements without adding too many credits to existing programs. We discussed the possibility of adding BSC 1085C/1086C to our offerings to provide an A & P sequence that would not have the BSC 1010 pre-requisite. Science faculty strongly support maintaining BSC 1010 as a pre-requisite to BSC 1093C and HUN 1201. This discussion will continue at our January meeting as the new Gen Ed requirements are discussed.

- IV. Training update on ProQuest webinar request and online streaming through Bullfrog Films – Rozalind Jester
The ProQuest training was provided today – just prior to our department meeting. A tutorial will be available for those unable to view the webinar today.

- V. Course Curriculum Proposals update
The course proposal for PHY1007L was submitted for approval. The course proposal for an introductory biology/botany submitted by Anjali Misra is currently on hold until the decisions regarding the new Gen Ed requirements are made. The course

proposal by Robert Furler for an upper-level immunology course is still being discussed and will need to be submitted to the curriculum committee by mid-January for Fall 2014 consideration.

- VI. Unit Plan update – Tina discussed the new Unit Plan software/format and shared the three objectives she entered for the current plan on behalf of the science department. Additional objectives have been suggested by Theo Koupelis but Tina did not want to enter additional objectives without faculty discussion, as she would not be the department chair responsible for overseeing their completion.
- VII. Lab Safety – rules and procedures by course/department
As part of our unit plan, course supervisors for ALL ‘L’ and ‘C’ courses were asked to survey their respective faculty and submit the following items to the department chair:
1. Lab rules and procedures for their specific course – emphasizing all safety guidelines;
 2. Lab supplies required for the lab course, to be used by lab managers for maintaining all supplies and equipment required for each course on every campus. This list should itemize all required equipment (listing quantities for one class) as well as all supplies (permanent and consumable). Faculty should agree on the labs for each course and then identify all necessary materials.
- VIII. Science Department Chair vacancy – no one has stepped forward with an interest in filling this vacancy for the Spring 2014 term. Dr. Wright and Dr. Koupelis are discussing possible solutions.
- IX. Closing comments – Good of the Group
1. Dr. Wright is requesting a member of the science department to serve on the ad-hoc sabbatical committee. Interested faculty should not be planning to apply for this round of awards.
 2. There are NEW syllabi templates on the document manager for EVERY course; reflecting institutional changes, not curriculum changes (the revised date will not be different from the last template – but the new templates need to be used by everyone).
 3. BSC 1005 textbook has a new edition and an adoption form needs to be submitted for Fall 2014 – Tina will do this.
 4. Tina is looking into using the conferencing feature on Canvas (Big Blue Button) for faculty meetings – this would allow faculty to ‘attend’ meetings from there own computers/locations. Stay tuned...
 5. There is no scheduled department meeting for December.