Natural Sciences Chairs Council

November 5, 2014

1:00pm – 2:32pm, BI-104

In Attendance: K. Fleming, P. Dixon, D. Graham, A. Smith, M. Greer, M. Schultz, R. Smith, C. Stanton, B. Stanley, N. Dabbs, K. Voigt, M. Chao, P. Williams,

A. Hovannesian

1. **Approval of minutes for October 22, 2014** – Approved as amended
2. **Informational Items:**
3. **Announcements by Chairs**
	* Dr. Dixon announced that physics, chemistry, geology and computer science and engineering will be submitting a joint grant proposal next week for a five year, $5 million grant.
4. **Announcements from administration**
	* Dean Fleming announced that there will be strategic planning update meetings held in the Obershaw Dining Room on November 12, and December 2, 2014 from 2:00-4:00pm. The next strategic planning town hall meeting will be held on January 21, 2015.
	* Information has been received on state equipment funds and the amount of lottery funding that will be used for PAES students. The amount of lottery funding remaining for equipment is not yet available.
	* Nominations for outstanding professor are due on Friday, November 7, 2014.
	* The WASC report was positive but there were some areas to be addressed. An action plan for addressing these items is currently being developed.
	* The dean asked if the chairs been contacted about the Cradle to Career Roadmap resolution.
	* The dean reminded the chairs of the following deadlines:
5. November 5, 2014 – Names submitted to the dean of faculty interested in attending the brown bag lunch of the ISSUES meeting on November 21, 2014;
6. November 7, 2014 – Academic master plan for additional programs;
7. November 14, 2014 – List of all monetary commitments of carry forward to the dean;
8. December 3, 2014 – Be prepared to discuss specific plans for the 50th Anniversary at chairs meeting
9. **Discussion Items:**
	1. **Scheduling update (Dr. Williams)** – Dr. Williams announced that registration for winter 2015 began on November 3, 2014 and that the college was at 30% of target already. He also stated that we are in the middle of spring 2015 schedule build. As of November 10, 2014, all college rooms are open to use and on November 17, 2014, all rooms will be opened university wide. Nursing has requested a reduction in target for winter 2015 by 10, so he redistributed those 10 FTEs among the other eight departments and NSCI. Dr. Williams also reported that there have been no changes requested to the targets for spring, 2015.
	2. **Development update (Mr. Duke Graham)** – Mr. Graham announced the following:
		1. A spectrophotometer from Konica Minolta valued at $11k has been received for the geology department.
		2. A small grant proposal to SCE will be submitted this week for $75k. $40k would go to STEM departments, $25k to the Coastal Sage Scrub Conservation and Environmental Education Project and $10k to College of Business for the Cyber Security Program.
		3. He met with the School of Computer Science and Engineering regarding a possible SONY Lab on campus.
		4. He also had a meeting with Larry Burns in the Career Center regarding possible internships with SONY.
		5. He has a proposal template that faculty members may use. He will email the template to the chairs.
	3. **Assessment update (Dr. Hovannesian)** – Dr. Hovannesian announced the following:
		1. The deadline for program goals is December 1, 2014.
		2. The fall quarter measures and findings need to be uploaded by the beginning of winter quarter.
		3. CNS syllabi continue to be uploaded into the GE area.
		4. The ePortfolios pilots are beginning fall quarter and include seven programs (Nursing & HSCI) in Taskstream.
		5. Online surveys assistance is always available.
		6. She is tracking Add and Drop After Census forms by departments and classes to see if there are any trends. She also reminded the chairs to either check the approve or deny box on the forms when signing them.
		7. She will be scheduling quarterly PAES meetings beginning next week to introduce herself as their new mentor and contact. She will also let the students know what services are provided for them.
		8. There will be two EAB campaigns in winter 2015 (Pre-Nursing and Bio Pre-Med) students. She requested feedback be sent to her regarding this predictive analytics software.
		9. Regarding advising, she would like to re-establish ties with the departments, to find out if they have the most current information to give to students.  Advisors will be making contact with departments to ensure they have the correct protocols when advising students.
	4. **Office of Student Research (Dr. Francisca Beer)** – Dr. Beer handed out a 2013-14 packet to the chairs and went through it with them. The packet describes the services offered by OSR, and provides data about the extent to which these services are used. She announced that they received $10k in SSI funding to organize a symposium on campus. For more information, contact the OSR at 537-5058.
	5. **Building Evacuations** – The dean encouraged each building coordinator to select dates for a building evacuation exercise.
	6. **President/Provost/Dean meeting update** – The dean reported the following information from her meeting with the president and provost:
10. Two additional faculty searches were authorized; one in health science and one in nursing.
11. CNS has been asked to provide a projection of the start-up funds needed for the faculty members who will begin in fall 2015.
12. CNS has been asked to provide an expenditure plan for baseline and one-time funding. The dean will get some clarification of what is required.
13. Institutional Research provided data regarding the number of course sections being offered by CNS. The goal is to try and ensure that student demand is being met as this impacts time to degree. The dean explained the constraints some of our departments have in adding course sections.
14. In relation to student success, there was a discussion of gateway courses. The dean provided information about the expected outcome of impaction and the college’s participation in a number of course redesign efforts.
	1. **Deans’ meeting update –** No report (the deans’ meeting was canceled).
	2. **Active Directory domain -** There was a document provided by VP Sudhakar listing the pros and cons to participating in this program. The dean asked the chairs to give her a list of questions they have about this proposal. There a discussion and several questions were given to the dean.
15. **Other:**