Natural Sciences Chairs Council

March 22, 2017

1:00pm – 3:05pm, BI-104

Attendees: K. Fleming, D. Maynard, L. Davidson-Boyd, R. Smith, P. Williams, B. Haddock, S. McGill, P. Dixon, D. Polcyn, B. Stanley, D. Tamalis, T. Burch, T. Yu, L. Lewis

**1) Approval of minutes for March 8, 2017**

* Approved as distributed

**2) Informational Items:**

 **a. Announcements by Chairs**

* Dr. Stanton announced that his department submitted four CRT grant proposals and they were all funded by the Chancellor’s Office.

**b.** **Announcements from administration**

* The departments are to examine their class accounts and strive to use them for their intended purpose – a number of class accounts have had unspent funds in them for a long period of time and this should be avoided. Start-up funding should be expended within two years or it will be removed and applied to start-up funding for incoming faculty members (exceptions to the two-year timeframe may be requested but must include a rationale for the extension and a plan for expending the funds). Other class accounts should be examined and
* An email was sent out by Janine Kremling regarding business related travel. Many questions have arisen due to that email. The dean would like all questions emailed to Lory and copied to her. We will then compile a list of questions, send them to Academic Personnel, get answers and then send out to the departments. Please email travel related questions by March 30th, 2017.

**3) Discussion Items:**

 **a. Q2S update (Doug Smith) Dr. Smith gave the following update:**

* The deadline for Track 1 is October 31st, 2017
* CourseLeaf Curriculum (CIM) should be available June. Dr. Smith is compiling a list of names for training on CIM
* Track 2 deadline is March, 2018
* Leaders are required to attend track meetings. Other faculty members who were designated, in, or as a result of, the departments proposals for conversion or transformation as participants who would attend these meetings and be compensated ($500) for their participation must also attend. The stipend will be reduced if the meetings are not attended
* Track 3 has no exact deadline, but once established, it will be an ironclad deadline
* The GE program has been approved and the deadline will be mid to late January, 2018 (subject to change)
* Reassigned time will be given at the rate of $1,150/wtu.
* A checklist addressing the requirements a program must meet (SB 1440, EO 1170, etc.) is being developed.
* Also planned is brief description of the “behind the scenes” work that needs to be completed after program conversion/transformation is completed. This should assist in promoting understanding of why the curricula deadlines appear to be early.
* A discussion followed and Dr. Smith answers questions that the chairs had.

 **b. Summer School (Dean Karmanova)**

Dean Karmanova gave a PowerPoint presentation on summer school (see attached).

* Financial Aid (SAG) available. A new program is GIG; these grants will be providing to graduating seniors who were full-time in spring 2017, they will cover tuition.
* Go, no-go classes are determined at an average of 25 students per class, per college.
* Faculty salary is regulated by the CBA article 21.13
* Faculty salary increases for summer are one year behind. The 7.1% increase will take effect this summer.
* Percentage of salary for low enrolled courses is based on CBA article 21.15
* Course cancellations are based on CBA article 21.10
* SOTEs are required for all classes

**c. Scheduling update (Peter Williams)**

* Spring - As of today, the college is at 111.6% of target. Drops for non-payment will take place this week. We are 30 days from census.
* Summer – Priority registration begins on May 8th, 2017.
* Fall – We are now in the unrestricted phase of schedule build. All available rooms are up for grabs. Schedule build ends on March 30th, 2017.
* Muriel Lopez-Wagner recently sent out the fall targets. The college target is 4,783, which is up 10 from last fall.
* The university plans on 2,238 freshmen (fall 2016 was 2,791) and 2,289 transfer students (fall 2016 was 2,580) enrolling.

 **d. Summer Retreat**

* The dean asked the chairs if there was interest in having another day-ling retreat this summer. The chairs should email her directly regarding their interest.

**e. Faculty Awards**

* Lory sent out the nomination forms electronically yesterday. The dean would like the chairs to vote on the nominations over the next week by sending her an email.

**f. GI 2025**

* Dr. Maynard handed out a sheet showing data of students who graduated between 2014-2016. The data shows the total number of graduates and the percentage that were from our college and the percentages from each department in our college.

A discussion followed.

* Dr. Stanley reported that the GI committee is currently working on a timely graduation policy, he solicited feedback on:
	+ Grade forgiveness and grade averaging
	+ Course repeats
	+ The timeline for undeclared students to declare a major

 A discussion followed.

**4) Other:**