Natural Sciences Chairs Council

April 26th, 2017

1:00pm – 3:00pm, BI-107

In Attendance: K. Fleming, P. Williams, P. Dixon, B. Stanley, M. Chao, S. McGill, C. Stanton, B. Haddock, D. Tamalis, L. Davidson-Boyd, D. Smith, A. Olney, D. Turner, T. Burch, K. Shaw, R. Smith

1) Approval of minutes for March 22nd, 2017

- Approved as distributed.

2) Informational Items:

a. Announcements by Chairs

- Geology is having their 25th anniversary party on May 18th, 2017 at Escape Brewery in Redlands.

b. Announcements from administration

- The department chairs should forward to the dean instances of faculty members in non-academic supervisory roles.

- Driving on campus mileage reimbursement requires the passing of a defensive driving test and a form to be completed that attests to the road-worthiness of the vehicle being driven. These forms should be kept in department offices.

- The dean emailed the chairs about part-time evaluations and range elevations.

- A4US Students will now be taking the HIS-STEM surveys at SOAR.

- The Provost will visit the chairs meeting on May 24th, please think about topics to discuss with her. We will finalize the topics at the May 10th, chair’s meeting.

- A security inventory is upcoming for confidential and sensitive information in each department. Dave Maynard will be overseeing this process for the college.

- The change of grade form is going online.

- The GI 2025 plan for the graduation rate initiative is due on April 28th.

- The new CNS Director of Development, Jeffery Fischer-Smith, starts on May 15th. He comes to us from the Institute of the Environment at the University of Arizona.

- Staff evaluations are due on June 30th so the dean will need them by June 16th for review. The link for these evaluations will be disbursed via email in the coming weeks. Discussion followed.

- Doug Smith has asked the chairs council to meet on May 17th to discuss the Q2S conversion, specifically service courses and GE.

3) Discussion Items:

a. Q2S update (Doug Smith)

- There are opportunities for departments to develop their own foundation seminar, and also courses that meet a writing requirement.

- GE courses now have a due date of November 30th, 2017.

- GE Pathways are still due in January. Discussion followed.

- The dean introduced the new CNS assessment coordinator, Amber Olney.

- The assessment reports have a due date of June 16th with the possibility of getting this due date extended.

- Amber will assist each department, as needed, in the assessment reporting process. This will aid in introducing Amber to each department as well as help departments with the new assessment reporting format. Discussion followed.

- The courses that students can take to fulfill their quantitative reasoning requirement will be opening up to include more classes. In addition, there is discussion of replacing developmental mathematics with “stretch” mathematics. Discussion followed.

b. Scheduling update (Peter Williams)

- Spring Census was last week and CNS ended at 111.7% of target.

- Summer priority registration begins on May 8th

- Fall advising begins on May 15th with registration beginning on May the 25th

- Winter scheduling meeting is on May 3rd that will be followed by a Q2S meeting to discuss the upper division GE.

c. Strategic planning update (Dave Maynard)

- An open forum on the strategic plan is taking place this Friday from 3:00pm to 4:00pm in BI-104. In addition, the strategic planning committee is gathering student feedback by meeting with student clubs.

d. Faculty searches

- Draft requests are due to the dean on April 28th, the Dean intends to submit a draft priority list to the chairs by May 3rd, the draft will be discussed at the May 10th chairs meeting. The final list is due to the provost on 12th. Discussion regarding the new criteria to be addressed followed.

e. Budget

- The dean presented a series of slide which illustrate CNS metrics how CNS compares to the rest of the colleges in terms of size and budget. The PowerPoint will be provided to the chairs so for use in departments.

- Discussion followed.

4) Other: