Natural Sciences Chairs Council

January 4, 2023

1:00pm – 3:00pm

In Attendance: M. Chao, K. Cousins, K. Dajani, C. Todd, N. Dabbs, M. Jetter, J. Yu, S. Pantula, T. Valencia, S. McGill, G. Escalante, D. Maynard, R. Hernandez, T. Tolar-Peterson

Approval of Minutes – Minutes of the previous meeting on hold until Deanna Rinebolt returns

Announcements by Chairs

* Dr.Tolar-Peterson – one lecturer did not submit final grades, created an issue for the students especially those applying for Nursing school. Two lecturers unable to teach in Spring, and will need to find lecturers.
* Dr. Chao – no departmental update.
* Dr. Torner – have candidates visiting campus this month.
* Dr. Jetter – lost one of their finalists in one of their searches. Mentioned that Paul Vicknair has been traveling to banned states using the GEN08 funds and inquired if faculty could use those funds. If there are cases of faculty needing to travel to banned states, the Dean asked the department chairs to send requests to him. He will follow up with the Provost about using Gen 08 funds for this purpose. Faculty are able to use grant funds to travel to banned states for their grant funded research.
* Dr. Dabbs – five candidates visiting the camps in late January – early February. Working on staffing their office. Had some flooding issues in the gym area and they’re working on prevention for the upcoming rain. The arena was having the floor? installed today.
* Dr. Dajani – Working with candidates and doing reference checks. Started with ten candidates and lost three. Extended an invitation for on-site visits. Completed the self-study report on the MS in Computer Science. All classes filled for the spring semester and doing what they can to accommodate students.
* Dr. Todd – capitalizing on faculty absences and doing a better utilization of their classroom spaces.
* Dr. Yu – Search committee having multiple zoom meetings; working on accreditation reports, challenges with students and dismissed nine students; the ASC II will be departing and a new ASC I will start soon.
* Dr. Cousins – working with a number of students who had a difficulty passing in Fall to register for appropriate courses in spring.

Announcements by Administrators

* Dr. Escalante
	+ Student Success Center – re-utilizing the space and getting new furniture which will be here in three weeks to create an open area for students to work together and decompress– Entrance will be in 145.
	+ SSC Counselors – submitted offers to three candidates and two accepted. One is an alumni and the other is an off-campus individual.
	+ SSC Cohort 7B – had 63 students showed interest with five joining SSC so far, and SSC is still actively recruiting new transfer students.
	+ COAST scholarships– a call will be sent out and the applications are due January 27, 2023. Applications will go to Guillermo.
	+ Underrepresented Faculty Success – creating a focus group and will outreach to department chairs to identify the faculty.
* Dr. Maynard
	+ Would like the STEM chairs to be available after January 18 leadership meeting to talk about the PATHS grant and summer bridge program.
	+ Transfer orientation is on January 11, 2023 (9 am – 1 pm) and from 12 – 1 is for the Colleges to have a breakout room and then send students to rooms based on their major (awaiting consensus of all Colleges); have the College do their own event and contact the students individually or end at 12. D Maynard will notify Ellie that if they use the first format, the College will participate.
* Mr. Hernandez
	+ Telecommuting (Spring 2023) – enquired how the telecommuting policy is working and let him know by the next meeting if they wish to see any changes.
	+ Office Messaging – want to be mindful about the autoreply messages indicating that the office is closed. If there are temporary closures, continue to post signs in the department and make sure the messaging accurately disseminates the correct information.
	+ Edison Scholarships – funding available for STEM majors ($65,000). Since the amount is reduced from the previous years, the number of awards will be reduced accordingly.
	+ Updating the departmental information sheets and will be sending them to the department chairs for review.
* Dr. McGill
	+ Scheduling Update – The College is at 93% of target, the campus is at 88%. She emailed the list of filled courses to the department chairs to add seats and or increase sections.
	+ Summer 2023 – February 27 – March 10 will be the period to adjust classrooms.
	+ Fall 2023 scheduling – Starts Thursday, January 12, 2023 through February 28, 2023. Suggested to utilize Teams during the schedule build period to let others know of classrooms that are being claimed or released. One week before the Optimizer runs complete scheduling the rooms, otherwise other departments within the College can claim the room.
	+ CNS Statement on Distributed Learning – any courses for fall online or hybrid that do not have a C form, should have C form submitted into curricular workflow before validating classes. Reminder that faculty teaching online, must have completed Intro QLT Course and those teaching asynchronously must have completed the Advanced QLT course.
* Dr. Pantula
	+ Scherba Lecture (Spring 2023) – asked the department chairs to send their recommendations to Roberto.
	+ QLT Training – an announcement forthcoming for faculty to get certified training and HEERF funds may be available to support them.
	+ Equipment Funding – reviewing the unfunded equipment requests and reevaluating the requests. Still awaiting an update on the lottery funds. Dean asked the department chairs to let him know this week if there are new requests and/or want to move existing requests higher up on the priority list. The dean encouraged department chairs to invest in faculty professional development and don’t hesitate to submit requests to support their faculty and staff.
	+ Personnel – the dean requested the department chairs to submit their priorities for faculty and staff positions (create a Qualtrics) and it is due at the end of the month.
	+ Evaluations – reviewing tenure and promotion.
	+ Students – emailed 6,000 students after reviewing their fall grades encouraging them to make use of various resources on our campus; and received replies from about twenty students. It looked like some could have done better if there were an early alert system. There is a system available on the MyCoyote to catch some of these students early on. How can we help our faculty help with our student success – the College will find ways to invest and welcome ideas from faculty and chairs.
	+ Speakers – would like to bring speakers at the College level.
	+ Send Ideas for:
		- Equity gap reduction (investing in faculty and students)
		- Enhancing diversity (connecting with alumni, host a summer event such as the Building Future Faculty program at NCSU,, etc); focus group mentioned by Dr. Escalante.
		- Faculty development on research side using GEN08 and teaching side using CERF funds (Spring and/or Summer).