Natural Sciences Chairs Council

November 8, 2017

1:00pm – 3:00pm, BI-104

In Attendance: P. Williams, P. Dixon, M. Chao, D. Smith, C. Stanton, B. Haddock, D. Maynard, S. McGill, L. Davidson-Boyd, H. Qiao, K. Cousins, D. Tamalis, T. Burch, J. Fischer-Smith, R. Smith, D. Rinebolt

1. **Summer Session** – T. Karmanova
* Presented overview of previous summer session.
* Over 90% of students receive financial aid.
* Significant drop in enrollment this past summer
* Largest drop was in lower division students (sophomores)
* 91% of students who dropped said they would have stayed if they could have received financial aid
1. **Approval of minutes** for October 25, 2017
* Approved as distributed
1. **Informational Items**:
2. Announcements by Chairs
* Dr. Qiao reported that CSE submitted their Q2S materials on time.
* Dr. Maynard reported university is scanning web pages for accessibility. Nursing department had the most compliant web site of those not on Drupal.
* Dr. Davidson-Boyd announced The Q2S advising institute will be held December 12-14 all day. This learning community will help departments with developing advising plans for the semester conversion. A representative from each academic department is strongly recommended to attend. The CNS professional advisors will be attending as well.
* Dr. Burch reported the BRN visit went very well. They received only one recommendation of concern which is a significant reduction from the prior review. Dr. Burch also announced the nursing department will face a staff shortage in the next couple of months.
1. Announcements from administration
* Dr. Williams reported that the Provost made the comment in referencing Q2S, that it is important that it not take the students longer to go through a program and it shouldn’t cost more.
* Dr. Williams informed the chairs that the Provost had announced that the CNS Dean Search has been posted.
1. **Discussion Items**:
	1. Q2S update (Doug Smith)
	* Reminded chairs that the GE courses are the next item that is due and to please be sure and get them in on time.
	* Discussion ensued regarding classes that require math classes as prerequisites. Dr. Stanton will send copies of the C & P forms to Dr. McGill. Dr. McGill will give them to the chairs who request them.
	* The NSCI 306 class will no longer have the same role in the semester conversion. CSE, Geology, Health Science, Math, Physics and possibly Biology are developing writing courses within their departments. Dr. Williams inquired if any department would be interested in having the English department develop a writing class to serve their (CNS) students.
	* Dr. Smith reminded the chairs that the GE deadline is November 30th. If you have not submitted your documents by then, the courses will not be listed in the catalog.
	1. Scheduling update (Sally McGill)
	* The college is currently at 64% of target.
	* The University is currently at 56% of target.
	* Distributed a handout showing status of classes in CNS that are already full and have many attempted registrations.
	* December 18th the summer schedule build begins.
	1. Development Update (Jeffrey Fischer-Smith)
* Dr. Fischer-Smith reported that the PI for the Verizon grant which is currently housed in the College of Education is retiring and asked if any the chairs were aware of any CNS faculty who might be willing to take it over.
* Dr. Fischer-Smith provided an overview of contributions he is currently working on.
	1. Professional Organization fees
* Dr. Williams inquired of chairs if the department paid for faculty memberships to academic organizations. Geology, Biology and Health Science reported that they do pay membership dues when there is a benefit to the department.
	1. BI 020
* Dr. Williams asked chairs what they thought about taking the storage room and converting it into offices. Dr. Williams reported that 3 offices could be established in that area.

1. Other:
* Next meeting November 22nd