Natural Sciences Chairs Council

July 21, 2014

1:00pm – 2:41pm, BI-104

1. **Approval of minutes for June 30th, 2014:** approved as distributed
2. **Informational Items:**
3. **Announcements by Chairs**
   * No announcements by chairs
4. **Announcements from administration**
   * **Bob Gardner’s retirement reminder –** A reception will be held on Wednesday, July 23, 2013 from 4:00pm to 5:30pm in the Obershaw Dining Room.
   * **Grant submissions –** Please remind faculty members to keep both the dean and department chairs informed when applying for grants.
   * **Vacations –** The chairs were reminded to let the dean know when they will be out.
   * **Faculty recruiting –** Revisions to requests are due to Academic Personnel by Thursday, July 24, 2014. The necessary form should be on the website.
5. **Discussion Items:**
   1. **Scheduling update (Dr. Lindfelt/Dr. Williams) –** Dr. Lindfelt stated that 78 students have been accepted to the pre-nursing program. A discussion about SOAR followed. Dr. Williams discussed the enrollment summary and gave the following notes:
      1. July 28, 2014– 6W2 classes begin.
      2. The CNS target for Fall 2014 was reduced to 4,400.
      3. FTES from students in the IMP program were added included in the Department of Mathematics’ FTES count last year will not be included this year.
      4. Reminded everyone that the FTES max should be larger than the FTES target.
      5. Winter and spring targets should be available by October.
      6. September 19, 2014 – last day to submit the Winter 2015 schedule.

Dr. Rizzo asked if they should scale back on classes since the targets have been reduced. Dr. Williams responded that no changes are necessary.

* 1. **Development update (Duke Graham) –** Mr. Graham introduced himself as the new Director of Development for the college. He gave a brief background on himself and indicated that he would like to talk to chairs and faculty members to see how he could assist them. He also stated that he is working on building a pipeline and has added 50 alumni to his portfolio. If you would like to contact him, his office is in CS-105 and his extension is 75267.
  2. **Assessment update –** A handout was passed out on Audrey’s behalf.
  3. **Budget –** The dean reported that the timeline for the budget was changed from July 1st to July 15th, and now is further delayed because the faculty contract has been extended to at least the end of this month. She also reported that there are 3 items for base funding that are still in contention and are likely (although not certain) to be funded:
     1. 3 new faculty positions
     2. Increasing the time base of the chair in HSCI and director in CSE
     3. An equipment specialist.
  4. **Goals for 2014-2015 –** The dean asked what the chairs think is important to address next year (and in future years). Items mentioned in this initial discussion included: physical facilities; the budgetary process; technology use and needs; generating additional resources; pursuing impaction; promoting scholarship; and fostering student-centered pedagogy.
  5. **New faculty mentoring –** The dean asked what departments typically do to mentor new faculty. Dr. Greer is working on a plan for her department. A discussion followed on what each department does for their new faculty. Peer mentoring seems to be the norm for guiding new faculty members.
  6. **SOTE responses –** The dean inquired what the chairs do with the summaries of SOTE scores. Dr. Dixon commented that the context of the SOTEs are unknown and that the scores and commentary don’t reflect the problem if there is one. Dr. Rizzo stated that he looks at the numbers, looks at the comments to try to determine a trend, and then speaks to the faculty and makes himself available for discussion. A discussion followed on the SOTE process which suggested that the chairs all take a similar approach to Dr. Rizzo.

1. **Other:** -