Natural Sciences Chairs Council

December 5, 2018

1:00pm – 3:00pm, BI-104

In Attendance: S. Pantula, S. McGill, P. Dixon, S. McMurran, B. Haddock, T. Burch, D. Maynard, K. Cousins, H. Qiao, M. Chao, T. Valencia, C. Davis, J. Fischer-Smith, D. Rinebolt

1. **Proposed Process “Exceptions from the Audit”**

* Staff from the Office of the Registrar (Rachel Loverock and Jennifer Bauer) gave a presentation of a new upgrade to the PAWS system to facilitate changes for substitutions, waivers, etc. They hope to have the new system operational by Spring 2019 so department chairs will be familiar with it when it becomes time to migrate to the new semester system.

1. **Approval of minutes**

Minutes for November 7th were approved.

1. **Informational Items**:
   1. Announcements by chairs

* Dr. Chao reported that the biology department has assembled its list of candidates for the telephone interview process. Calls will take place beginning next week.
* Dr. Cousins reported that the chemistry department has completed an emergency hire to replace the staff member who has gone out on leave.
* Dr. Davis reported that the health science department is moving forward in their faculty search process.
* Dr. Haddock reported that the kinesiology department has completed their phone interviews and are in the process of completing the reference checks.
* Dr. McMurran reported that the math department has completed its Zoom interview process. She also reported that the math department held a study marathon this past Saturday with over 100 students in attendance.
* Dr. Maynard reported that the Director of Advising search has begun. They currently have 14 applicants they are reviewing.
* Dr. Qiao reported that computer science was moving forward on their search for a new faculty member.
* Dr. Burch announced that CSUSB was one of nine schools chosen to participate in the All For Us Research Program funding. She also reported that Dr. Younglee Kim had received a grant from the Korea Foundation for an academic field trip to South Korea in March with PDC nursing students involved in research. Dr. Burch also reported that the nursing department is moving forward in its search for new faculty. So far they have 8 good candidates for the position.
  1. Announcements from administration
* Dr. McGill reported that for winter quarter the college is at 101% of target and the university is at 100% of target. (This was reported in error. The correct values for Winter 2019 are 98% for CNS and 95% for the University.) She distributed a handout showing courses that have more than 10 students who attempted to register but were unable to get into the course. She also presented numbers on courses from spring 2018 that were unable to accommodate the number of students who wanted to take the course. She also reported that summer schedule production will begin on December 17th.
* Mr. Fischer-Smith reported that he had recently spoken with a relative of Gerald Sherba. He reminded the chairs that the college needs to schedule a Sherba lecture in the near future. Dr. Dixon has spoken to Dr. Hood about the possibility of a NASA presentation. He will check with Dr. Hood to see what progress has been made.
* Mr. Fischer Smith also reminded the chairs that the KECK funding proposal solicitations are rapidly approaching. Proposals need to be submitted before January 15th so they can be reviewed and a decision made on which ones to move forward with. He reminded the chairs that we have not received funding on our past two tries. He encouraged the chairs to brainstorm.
* Dr. Pantula began his presentation with a demonstration on the importance of communication. He had each person close their eyes as he gave verbal instruction on what to do with the piece of paper he had given them. After several commands, persons were permitted to open their eyes and examine the outcomes of following his instructions. Theoretically all results should have been the same as the same instructions were given to everyone. The outcome highlighted the role of interpretation in communication.
* Dr. Pantula reminded the chairs of commencement this coming Saturday, December 8th and encouraged them to encourage their faculty to attend.
* Dr. Pantula distributed paperwork summarizing funding for part-time faculty from the past 3 years. Discussion ensued on the formula the provost would like to use for funding the part-time budget. There was also discussion on removing the nursing department from model and funding them through a different model that would allow them to receive comparable funding as the other departments
* Dr. Pantula also reported that Tina will replace Dr. McGill as the budget approver for travel for the college. Tina will check to make sure the funding is there for the requested travel. Please let your ASCs know to include Tina as the reviewer prior to Dr. Pantula’s approval.
* Dr. Pantula reported that the Provost wants a document developed detailing release time guidelines within the college. He requested that 2 or 3 of the chairs take the lead on this.