Natural Sciences Department Meeting Minutes

March 13th, 2015 Meeting

Imiloa 122 9:00-10:30 AM

Members Present: Dani Carico, Joe Ciotti, Letty Colmenares, Sam Craddock, Chris Guay, Lisa Hyashi, Dave Krupp, Ross Langston, Hongwei Li, Floyd McCoy, Teena Michael, Carolyn Naun, Dave Ringuette

1. Approval of minutes: The minutes of the 2/20/15 meeting were approved unanimously.

2. Lecturer Dossier Reminder- The DC reminded all faculty present that lecturer dossiers were due to the VCAA office by April 1st.

3. Lecturer Step Placement- The deadline to apply for a lecturer step placement update is March 15, 2015 to become effective by Fall 2015.

The criteria can be found at:
http://windward.hawaii.edu/Lecturers/Lecturer_Placement.php

The updated form can be found at:
http://windward.hawaii.edu/Academic_Affairs/Forms/Lecturer_Step_Update_Form.pdf


5. Revised Assessment Schedule: Based on conversations with the VCAA and IEC, it appears that SLOs will now be evaluated on a two-year schedule rather than the five-year schedule utilized previously. Department members expressed frustration with the website used to upload SLO assessments and requested more guidance for use of the website, such as posting FAQs and more explicit guidelines. The DC will pass these on to the IEC.

6. Parking and Use of Imiloa Loading Dock: The department continued an ongoing discussion on the need for more faculty parking. The DC asked members that park in the loading dock to leave ample space for delivery vehicles that need access to Imiloa 108 and the Vet Tech annex. The possibility of creating additional parallel parking spaces in the Imiloa faculty parking lot was discussed, but some members felt this would obstruct deliveries to Hale Uluwehi.

7. ASNS Statistics- The DC recently obtained additional STAR access (“Academic Logic”) in order to better determine the reasons for the low number of ASNS graduates. Preliminary data are below.

<table>
<thead>
<tr>
<th>Discipline</th>
<th># of Majors</th>
<th>Degrees Awarded</th>
<th>Petitioned for SP 15 Graduation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biological Sciences</td>
<td>72 (56.7%)</td>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td>Pre-Engineering</td>
<td>21 (16.5%)</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>Physical Sciences</td>
<td>34 (26.8%)</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Totals</td>
<td>127</td>
<td>4</td>
<td>5</td>
</tr>
</tbody>
</table>
• 30% of majors have not completed any credits towards the degree
• Time-to-completion for the four graduates was 3-7 years (mean = 4.3)

Additional data will be presented in future meetings; however, it is apparent that additional steps need to be taken in order to improve graduation rates. Suggestions included: 1) providing discipline coordinators with a list of majors in their respective disciplines so that they can properly advise students of which classes to take and 2) analyze the current course offerings in order to improve the scheduling process so that students can meet the degree requirements in a more timely manner. Finally, it was suggested that the department expand the list of Natural Science electives to include language courses so that students will have more options for completing the degree.

8. Rationale for removal of STEM designation for AG and Vet Tech Programs
The DC inquired with the VCAA as to the rationale for removing the STEM designation from Vet Tech and Ag classes. VC Eschenberg replied that the directive had come in the form of a December 17th email from Susan Nishida. It is believed that the new classification of STEM programs was undertaken in order to bring the College in line with classifications utilized by NSF and the Department of Homeland Security. At present, only the Agripharmatech certificates are considered STEM.

9. Centralized Transcript Evaluation Proposal: The DC circulated a proposal to create a centralized transcript evaluation system. The proposed system should allow all campuses in the UH system to operate more efficiently. Please provide input to the DC on this proposal by the next meeting.

10. Plans for Imiloa Courtyard: The department continued discussing plans for the Imiloa courtyard. Most of the existing plants from the Hawaiian garden have already been relocated by Winston Kong. The department wishes to remove any remaining plants and cover the area with river stones in order to create an easy-to-maintain picnic area for faculty and students. The courtyard area is approximately 2,000 ft². A weed barrier (approximately $250) would need to be installed prior to adding the river stones. The DC will speak with VC Kevin Ishida about obtaining river stones from the stockpile in the Palanakila courtyard.

11. Nominations for Teaching Awards: Nominations for the Excellence in Teaching and Meritorious Lecturer awards were due March 9th. Nominations for the Chancellor’s Outstanding Service-, Outstanding Voluntary Service-, and Kunimoto awards are due by 3/20/15. Guidelines for nominations can be found at http://windward.hawaii.edu/Chancellor/

12. Request for Merit-Based Salary Adjustment- A second request for a merit-based salary adjustment has been received by the Vice Chancellor’s office. All faculty >0.5 FTE should contact Lara Kong to review the request. The D.C. will survey eligible faculty via an anonymous online survey.

13. Committee Reports
A. Foundations Board (Hongwei Li): Manoa has proposed the removal of Symbolic Reasoning (FS) designation and replacement with FQ (Quantitative Reasoning). PHIL 110 (Intro to Logic) will not fulfill the FQ requirement. As a result, students will need to take a math course to fulfill the FQ designation.
B. Division II Dean Search: The application period has closed and interviews will begin soon. The campus can expect a presentation by the finalists by the end of the SP 2015 semester.
C. **MAPSAC (Floyd McCoy):** The use of Akoakoa 107-109 for a Title III-funded childcare facility has been approved. Additional restrooms will be created in the renovated facility so that the children will not have to use the bathrooms in the main corridor.

D. **Faculty Senate (Krupp & McCoy):** There is discussion at the system-level about the creation of an “S” designation for courses with significant emphasis on topics related to sustainability. The majority of department members were in-favor of the creation of an “S” designation.

E. **Annoucements:**
   
a. **Chemistry for a Sustainable Future Workshop (Letty Colmenares):** WCC will be hosting a 2YC3 chemistry workshop May 22nd -23rd in Akoakoa. Approximately 50-70 faculty are expected to attend. The workshop will focus on topics related to sustainability. The deadline for abstracts in March 31st. Details can be found at [http://windward.hawaii.edu/2yc3/](http://windward.hawaii.edu/2yc3/)

b. **Nalu Studies (Dave Krupp):** The Nalu program will be using several labs in Imiloa during the next two weeks (3/16 to 3/28).

c. **Smart Sockets (Krupp):** WCC has obtained a grant to purchase 300 Ibis Network smart sockets. These sockets will be used to track power consumption in Hale Imiloa as part of a sustainability initiative. Dave and his student (Midori) will meet individually with faculty and staff to discuss placement of the sockets. The resulting data will be analyzed in order to formulate suggestions for improving power use in the building.

d. **Meetings w/ Ardis:** VC Eschenberg will be meeting individually with all Division II faculty in the next few weeks in order to check–in and assess needs and suggestions for improvement.

**Interim DC:** Ross Langston will be away in PNG March 14th-28th. Dave Krupp will serve as interim Department Chair during his absence.

14. **Future Meeting Dates**

   - April 17th
   - May 8th

15. **Other important dates:**

   - April 1st (Wednesday)- Lecturer Assessments Due

Meeting Adjourned at 10:15 AM

Respectfully submitted by Ross Langston.