Natural Sciences Department Meeting Minutes
December 11th, 2015
Imiloa 122 9:00-10:30 AM


Guests: Dr. Alex Parisky (Title III STEM curriculum developer)

1. Approval of minutes from 11/13/15 meeting- The minutes were approved unanimously.

2. Introduction of Nyan Stillwell- Nyan was officially hired as a second ATP for AY 2015-2016. He will assist Lisa Hayashi with lab preps, etc.

3. Grades are due by 4:00 pm on Tuesday, December 22, 2015

4. PBC Ranking Results:
   A total of 14 of 16 eligible faculty participated in the survey. Results are summarized below.

<table>
<thead>
<tr>
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5. Revised DPC Guidelines
   Ross distributed draft copies of the new DPC procedures for departmental review. The proposed edits, which are minor, are needed so that the DPC procedures will accurately reflect the current process and reflect recent changes enacted by UHPAA (i.e., faculty sitting on the DPC must be at or above the rank for which the candidate is applying). In addition, the VCAA would like to know whether a candidate should be able to exclude a single faculty member from the DPC. Departmental opinion was mixed on this issue. The proposed changes will also be discussed at convocation.

6. Archival of Infrequently Taught Classes
   Ross distributed a list of classes which have not been taught in the last five years. These classes will be archived unless faculty members can provide justifiable reasons why they should not be eliminated.

7. Title III Stem Curriculum Developer (Alex Parisky)
   Alex has been hired to serve as the Title III STEM curriculum developer for the next four years. Alex has a PhD in Educational Psychology and is a board-certified science teacher with lots of experience in STEM education (K-12 and teacher professional development). He also worked 17 years as an environmental and engineering geologist.
Faculty are encouraged to contact him if they wish to learn new skills and make and update methods of content delivery. For example, Alex will be leading a workshop on Blackboard (an academic analogue of SKYPE that allows synchronous video-based communication between an instructor and students). He has already worked with Floyd and the Vet Tech faculty on a number of projects. He is also willing to help with outreach with local high schools.

8. AG Update
Due to low enrollment, admin plan to stop-out the existing agriculture program at the end of the year. Dean Sasaki will host an advisory meeting of local Ag experts in January to determine how the program should be revamped to better meet industry needs. Dean Sasaki will ask a full-time faculty member to serve as a representative on the committee. Among the plans he discussed is an articulation agreement with UHWO.

9. Frosh Cohort Success Data
Ross distributed success statistics for freshman cohorts. According to the date, student success rates were 5–10% higher for cohorts when compared to non-cohort students. GPA was also 0.2 higher. Fall-to-Spring retention was also higher. The faculty voiced concern about learning communities (LCs), which are an integral part of the cohort system. According to these faculty, the compensation for participating in the LC was inadequate for the amount of work they required. Ross notified Admin about the concern at the December AAAC meeting.

10. LSAMP: Letty volunteered to serve as coordinator for LSAMP student internships.

11. Committee Reports

Curriculum Committee (Sam)- The curriculum committee is creating an “S” designation for courses that have a substantial sustainability focus. Christian Palmer (Social Sciences) is heading up the initiative, which will be discussed during convocation. Sam will send out a link with the hallmarks and application.

Faculty Senate (Sam, Floyd, Dave)

• Paperless Contract Renewal- Dean Sasaki has proposed that contract renewals be submitted as electronic PDFs rather than as hard copies. This will make it easier for the DPC to review and will reduce the risk of loss or alteration after submission. The PDFs can be password protected to ensure confidentiality. The majority of NS faculty were in favor of the proposal.

• Open Access Resources- At some campuses, classes which use only open-access resources are announcing this in the Banner notes in order to encourage enrollment. The department also suggested that classes that require no texts could also advertise this in banner. Alternatively, an instructor could also list the approximate cost of required texts in the Banner notes so that students could make more informed decisions about which class sections they should enroll in.

• Low Enrolled Programs- The UH system is requiring program reviews for all BOR-approved programs which have chronically low enrollment. No WCC programs are on the list.

• Thefts- A rash of thefts of the Hale Uluwehi and adjacent areas continues. A sink belonging to Jamie Boyd was recently stolen, and the Ag area has been pillaged over a dozen times in the
last few weeks. Cameras have captured images of one of the perpetrators, who was recognized by HPD. Security has set up extra lights in the Ag area, but a request for a security camera on Hale Uluwehi has gone unheeded.

Animal Taskforce (Jenny Kelly): Jenny Kelly is heading up an Animal Taskforce. This taskforce includes members of the NS department (Baxter, Geiling, Young) as well as other departments. They will are charged with creating an campus animal policy to address feral animals, pets, service animals, etc. One faculty member asked about the line-of-authority for the committee. This will be addressed at the next meeting of the taskforce.

Distance Education (Allison Beale): The committee was given a demonstration of “Canvas”, an information learning system which may be an alternative to laulima. According the Allison, Canvass is already being used by some non-credit classes.

12. Selection of Meeting Dates for Spring, 2016 Semester
Based on a Doodle poll, the following meeting dates have been selected for Spring 2016. Meetings will be held in Imiloa 122 from 8:30-10:00 AM.

January 22nd
February 26th
March 18th
April 22nd
May 6th