

Natural Sciences and Mathematics Council Meeting Minutes
17 September, 2019 in SU2579 3:30-5:00 PM

1. Call to Order

- Presiding: Qin Shao
- Present: Alessandro Arsie, John Bellizzi, Bruce Bamber, Terry Bigioni, Kathy Fisher (secretary fall semester), Sally Harmych, Michael Heben, David Krantz, Malathi Krishnamurthy, Tom Megeath, Kristi Mock, Song Qian, Sibylle Weck-Schwarz, and Kathy Shan
- Excused: Daryl Dwyer
- Others: Brian Ashburner, John Plenefisch

Kathy Fisher will be Secretary for fall semester, Mike Heben volunteers for Spring.

1. Approval of Minutes

- April 16 approved

2. College update (John Plenefisch)

College Priorities:

- Improve our student success and outcomes of our students
 - 76% returned (in our college closer to 80%)
 - We need to help retain, make more welcoming place.
 - College Retention committee being put together (kick-off Thursday)
- Continue to support research
 - Huge bump in university research grants from 22 to 46 million dollars from 2017 to 2018 , had a flat this fiscal year for university (our college up 6 million last year, already passed where we were at last year)
- Need to a better job engaging with community
 - Gayle Heer – Communication/marketing/ recruitment specialist hired in NSM – working with departments, media, social media, recruitment materials etc.
 - We need to let her know about good things going on in our departments

Enrollment

- 2.6 % down overall at UT, mostly are undergraduate students (approximately down by 500 students, mostly undergrad students)
- Approximately 3 million dollars less due to fewer students
- NSM college up 1% (up 1.4% undergrads)
- NSM up in direct from high school students, down in transfer students
- Number of full-time equivalents NSM teaches is down by 5% (because we teach a lot of service courses)
- Important for us to reach out to students when they visit UT

- 6-year graduation rate (UT as a whole was 51%) highest ever or in recent history

NSM Council Tasks:

- Need to get 120 credit hours in all disciplines
- BS in general studies in this college currently has 124 credit hours; Council needs to reduce this to 120 credit hours
- Math needs to reduce number of credit hours to 120
- NSM by-laws need updating

3. University Reports and Proposals

Faculty Senate (Sally Harymch)

- Retention, enrollments, student success
- New universal online course evaluation needs volunteers to use in fall (contact Amy Thompson to volunteer)
- New women's mentoring network, first event is October 22
- Faculty and staff program being kicked off in October for under-represented minority faculty and staff on campus
- Printer contract as mandated by state expecting to be implemented in the next 6 months, we'll be going from large number of printers to much smaller number of printer stations
 - Will be able to send to printer and then swipe card at a printer to print items for security

Graduate Council (Brian Ashburner)

- Amy Thompson and co-chairs of new course evaluation committee presented data from pilot of the new course evaluation, and have come up with a revision based on a lot of student input that will be tested in the fall.
 - Standard core of 12 questions will be asked in every class (and lab classes also) and additional questions may be added by departments.
 - Designed to evaluate the course and educational experience not the individual instructor
- Chemistry modelling courses approved
- Associate Dean of Medicine – presented on grad programs in their college

4. College Reports and Proposals

Chair's Meetings (August and September) (Qin Shao)

- Guests from office of faculty relations and inclusion, discussing issues from DPC especially DPC letters for promotion and tenure. If vote is split, one letter should be written, not two letters.
- New communications director – wants our college to have more social media exposure, so please send stories with photos.

- Student wanting to do internships – contact Ashleigh Wade in Student Affairs to ensure student doesn't have any Student Conduct Issues
- Guests from diversity and inclusion
 - Dr. William McKether talked about importance of retention of students from under-represented minorities
- P-card – foreign travel must be approved in advance
- Online teaching evaluations will be mandatory starting spring
- 1000 and 2000 level classes now required to submit mid-term grades
- Training for new course proposal system training is coming
- Training program for peer classroom observation is coming
- We shouldn't let undergraduate non-registered students sit in our classes (issue of students sitting in on a class for an entire semester, then coming back later and wanting credit for the class)
- NSM college fund honoring Tony Quin will be featured on UT Day of giving

5. Council Committee Reports

Curriculum Committee (John Bellizzi)

- Same committee serving this year: Alessandro, Mike, Song and Sally
- Chair of curriculum committee in each department should be going to the training program for the new curriculum tracking system offered (information on Office of Provost website), more feature-rich than system we had before
- Let John know who the curriculum committee chair is for each department

Elections (Sibylle Weck-Schwarz)

- None going on right now
- Blackboard may be changing or replaced with a different course management system which may impact how we conduct elections.

6. Unfinished Business

NSM Life Science Calculus course Math 1750 / 60

- Election of Council Committee on Constitution and Rules: Executive committee
- Executive
- Kathy S, Terry, David, Qin and Sally – should revise Bylaws
- CCAP issue: John suggested that should revise by-law to allow people on leave to be on CCAP (tabled pending more information)
- Workload Guideline (last semester tabled until we get specific rationale to do this since
 - Only HHS has workload guidelines (HS campus needs guidelines)

Meeting adjourned 5:08.