Members present: Ingelia White, Floyd McCoy, Ross Langston, Joe Ciotti, Dave Krupp, Leonard Young, John Kaya, Lisa Hayashi, and Letty Colmenares.

1. Approval of Minutes. The minutes of the Jan 17, 2014 meeting circulated by email was approved. This was posted on the website:  
   http://windward.hawaii.edu/Natural_Sciences/Documents.php

2. Updates
   a. According to Ellen Ishida-Babineau, the likelihood of funding of the STEM counselor position through C3T is nil at this moment.
   b. The following curricular proposals were recently approved by the Chancellor: IS 160A, 160B, 160L, 260A, 260B, 260L and Class Alternatives for Agripharmatech.
   c. The Uluwehi Flood Mitigation Project pre-final inspection was done last Jan 21, 2014. An inspection punchlist was developed to be addressed before final inspection.
   d. Interim VCAA Ellen Ishida-Babineau approved VCAA funds for stools for Vet Tech Annex and around $5K for muscular anatomical models (ZOOL).
   e. The CCAAC approved EE 211 course, to be offered this summer. Joe Ciotti is already working on the articulation.
   f. A total of 47 students declared ASNS as major.

   Action: Unanimously approved


5. OCN 120 (Global Environmental Challenges) New Course Proposal (by Floyd McCoy).
   Action. Unanimously approved.

6. Plan to add ASNS Pre-engineering Concentration.
   Action: Unanimously approved.

7. CA Agripharmatech Program Assessment. CA Agripharmatech program started in Fall, 2012 and by spring 2013, a total of 19 Agripharmatech diplomas were awarded. Inge White presented the program SLO assessment, which coincides with the course SLO assessment of 2 capstone classes: BOT 210 for Track 1 – Plant Biotechnology (80% met benchmark) and BOT 205 for Track 2- Ethnopharmacognosy (100% met benchmark). DC will file report on the IEC website.

8. Election of Department Chair. Ross Langston was unanimously elected. The DC will send department recommendation to the Chancellor.

9. Committee Reports
IS 103 is now transferred from Social Sciences to Student Affairs.

10. Others.
   • Undue delay in processing requisitions still a problem. It was agreed that the department invite VCAA Ardis Eschenberg and Sharon Nakagawa to the next department meeting.
   • To keep alive the STEM counselor request, it was agreed to invite Interim Vice Chancellor of Student Affairs Judy Oliveira to the department meeting.

11. Final Windward Science Fair Feb 14 Open House Schedule

<table>
<thead>
<tr>
<th>Time</th>
<th>Imaginarium (Astronaut)</th>
<th>Geology (Kilauea Eruption)</th>
<th>Chemistry (Chemistry is Fun)</th>
<th>Mathematics (Fractals in Nature)</th>
<th>Botany (Agripharmatech)</th>
<th>Zoology</th>
<th>Animal Science (Veterinary Field)</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:00-9:45 AM</td>
<td>Groups 1, 2, 3</td>
<td>Group 4 (Imi 113)</td>
<td>Group 5 (Imi 111)</td>
<td>NA</td>
<td>Group 6 (Imi 106)</td>
<td>Group 7 (Imi 123)</td>
<td>Group 8 (Imi 133)</td>
</tr>
<tr>
<td>9:50-10:35 AM</td>
<td>Groups 4, 5, 6</td>
<td>Group 7 (Imi 113)</td>
<td>Group 8 (Imi 111)</td>
<td>Group 1 (Imi 133)</td>
<td>Group 2 (Imi 106)</td>
<td>Group 3 (Imi 123)</td>
<td>NA</td>
</tr>
<tr>
<td>10:40-11:25 AM</td>
<td>Groups 7, 8</td>
<td>Group 1 (Imi 113)</td>
<td>Group 2, 6 (Imi 111)</td>
<td>Group 3 (Imi 133)</td>
<td>Group 4 (Imi 106)</td>
<td>Group 5 (Imi 123)</td>
<td>NA</td>
</tr>
</tbody>
</table>

12. Reminders: