Department of Natural Sciences
Minutes of the August 29th, 2014 Meeting

Members present: Kathleen Baxter, Allison Beale, Dani Carico, Joseph Ciotti, Leticia Colmenares, Sam Craddock, Christopher Guay, Lisa Hayashi, Joseph Herzog, John Kaya, Marvin Kessler, Ross Langston, Hongwei Li, Floyd McCoy, Teena Michael, David Ringuette, Ingelia White

Guests: KC Collins (UH Foundation)

1. Introductions.
The department welcomed the following faculty and lecturers:
- Dr. Hongwei Li (new faculty in Microbiology)
- Dr. Teena Michael (Biology Lecturer)
- Dr. Carolyn Naun (Veterinary Technology Lecturer)
- Ms. Kathleen Baxter (Veterinary Technology Lecturer)

The department also thanked Dr. Letty Colmenares for her exemplary service as Department Chair over the past two years (2012-2014).

A schedule for use of the Velcro poster wall was circulated among the members of the department. Members who did not get a chance to reserve a slot may sign up at the link below:

https://doodle.com/275ammbmeyhu5an4

3. Chancellor’s Gala (KC Collins).
The Chancellor’s Gala will be held in the late Spring of 2015 (possibly on the evening of Wednesday, March 25th). The Gala is an opportunity to raise funds for college programs as well as the Chancellor’s Fund. This year’s gala will highlight programs in the Natural Sciences Department. KC proposed that the gala be held in the Imiloa hallway which will allow attendees to easily circulate through the labs and classrooms and learn more about the various departmental programs and certificates. She asked the department to contact her with any ideas that might help to attract potential donors to the gala. She stressed that the participation of the WCC ambassadors will be essential to the success of the gala. Several ideas were discussed including a scavenger hunt and silent auction. KC suggested creating themed stations in the following areas:

A. A chemistry station where guests can measure the alcohol concentration of their cocktails
B. Pizzas cooked with ingredients from the medicinal garden
C. Tour of Vet Tech Annex featuring a demonstration of pet dental care
D. a DNA-themed activity
E. Flight simulator demonstration
F. Imaginarium show
G. Agricultural Station outside annex

In addition to the stations above, Nursing, Hawaiian Studies, and the Arts will be featured. Please contact kc.collins@uhfoundation.org with any additional ideas.

   A. In order to improve student success and streamline enrollment process, additional prerequisites were proposed for ANSC 191 (formerly BUSN 191), ANSC 140, and ANSC 142/142L.
      a. Placement into ENG 100 and Math 101 via COMPASS test
      b. Attend a Veterinary Assisting informational session
   B. ANSC 262 (Clinical Procedures for Large Animals). Change proposed: split course into separate lecture (3 credits) and lab classes (1 credit). This will allow for easier scheduling and more equitable compensation for the lecturer since the lab portion of the class can only accommodate 12 students.

5. Skylight Repair.
   A. Installation of the skylight has been completed; however, numerous leaks and flooding have been reported (including Imiloa 116).
   B. Imiloa 122 (Conference Room) has been reserved as a temporary office for Letty Colmenares until the leaks are repaired.
   C. The DC will ask Andy Li to increase the hours-of-operation for the AC in order to prevent mold growth and reduce the plastic fumes from the new skylight.

6. Updates.
   A. John Kaya reported that students who completed the Vet Tech program during Spring, 2014 have done very well on the credentialing exam (VTNE) and that most graduates are currently employed by veterinary clinics.
   B. The ad for the Ag Tech ATP should be posted soon.
   C. The Certificate of Achievement in Agripharmatech was granted permanent status at the August 21st meeting.
   D. A second rain garden in planned for the area near the observatory. The rain garden in front of Imiloa may need some weeding.

7. Budget.
   A. The Office of Academic Affairs has yet to supply a definitive budget for departments or individual disciplines. Dean Richardson said to assume that the allocation would likely be similar to that of the previous year.
   B. Joe Ciotti has applied for an additional budget allocation to cover the costs associated with the Polynesian Voyaging classes.
   A. WCC has received a one-year no-cost extension on the C3T grant. The grant will be used to fund Teena Michael and Dani Carico who will oversee development of online classes for the Certificate of Achievement in Agripharmatech and Certificate of Achievement in Veterinary Technology, respectively.
   B. Inge White and Dave Ringuette received $50K in Perkins funds to purchase equipment and supplies for their respective disciplines.
   C. Joe Ciotti was awarded $500K as part of a multi-campus NASA grant. The funding will be used to design a payload which will be launched into orbit.
   D. Letty Colmenares will continue to oversee the INBRE grant (NIH). This grant funds internships for students who are doing research in the biomedical sciences.

9. Lecturer Evaluations.
   A. As a reminder, lecturers and junior faculty should obtain two peer evaluations for each semester of service. A template for peer evaluations can be found at http://windward.hawaii.edu/Academic_Affairs/Forms/Peer_Evaluation_Forms.pdf
   B. Any department member who needs help in arranging a peer evaluation for their class should contact the DC (Ross Langston).

10. Assessment Schedule.
    A. A schedule for assessment of SLO’s for departmental courses was circulated among the department members. Please email Ross with any questions or corrections ASAP so he can bring them to the IEC.

11. Committee Reports. None.

12. Revised Committee Representatives
    B. Faculty Senate- McCoy
    C. CCAAC- Craddock
    D. Foundations Board- Kaya
    E. HAP Board- Ciotti
    F. WAC- Krupp
    G. MAPSAC- Krupp
    M. PRU-McCoy & Langston
    H. Aesthetics - Ciotti & McCoy
    I. Staff Development- Li & Craddock
    J. International Education- Ringuette
    K. Distance Education- Craddock
    L. Disability Committee- Ciotti & Langston

13. Future Meeting Dates:
    September 12th
    October 10th
    November 14th
    December 12th

The meeting adjourned at 10:00 am.
Respectfully submitted by Ross Langston