

**Minutes of College of Sciences Leadership meeting  
April 14, 2009**

1) Announcements:

- Katie Plum from Research Office explained ARI and MRI monies coming out of NSF for the ARRA. Also announced that we have \$20K in additional research development funds to increase research capacity.
- Physical Inventory paperwork due to Scott Prindles tomorrow.
- Fall bookstore orders complete?
- REM: Due diligence on reviewing Carr Research proposals.
- Summer Salary double-checks: FTE, Salary, Extramural FTE by session, and no >100% FTE per session.
- Lily Conference Nominees to Grady. Andy nominated Scott Williams. Tim nominated Robert LeGrand. Gil nominated Sierra Howry.
- Double check on all cross-listed graduate-undergraduate courses: Syllabi should detail additional learning outcomes for grad students.

2) Capital Equipment Budget turned in to Finance:

“We will not know if we can use the capital financing program at TTUS until our tuition and fees are finalized. Based upon the projection for the Instructional Enhancement Fee that is coming to Sciences, I wanted to provide you with the anticipated debt service cost. I had TTUS calculate the debt service on \$1m for the terms of 5 yrs and 10 yrs payback. This will give you a basis for planning your capital equipment purchases that you want to finance over a longer period of time. I might suggest that the lower costs items with shorter useful life be paid for with cash and that you only finance those items with 5 to 10 yrs life.” –S. Meyer

Translation: \$130K per \$1M for a ten year amortization

3) FY 2010 Budget pending until legislature acts. August-October timeframe for news. Academic Affairs budget request has been submitted to the President, but “Because he has yet to approve the document that includes some reallocations and requests for new money, I would be reluctant to share it with the department heads at this point.”

4) Debrief on Valerie Payton presentation:

“We didn’t have the institutional will to pay attention”

“What do they know? What are they able to do?”

5) College goals and objectives for 2009: Salmon-colored items are group objectives

1. Continue to assist growth of new health professions college by transitioning CLSC program into Nursing and Allied Health.
2. Increase freshman retention of declared STEM freshmen by 2%.
  - a. Initiate freshmen seminars for all STEM majors.

- b. Begin entry-testing evaluation of all STEM freshmen.
  - c. Initiate regular one-on-one meetings with incoming STEM freshmen.
  - d. Institute a peer mentoring program for incoming STEM majors and recruitment strategies in #3 below.
3. Increase College of Sciences presence in *Closing the Gaps* initiatives.
- a. College representation at annual SACNAS meeting in Dallas.
  - b. College representation/visits to high school and community college sites in Eagle Pass/Del Rio/Uvalde microplex.
  - c. Create action plan for coordinating college K-12 outreach activities (i.e. Science Days, Science Fair, TRIYS, etc.) into an effective long-range recruitment strategy. Excellent T&P service opportunity
4. Initiate regular assessment of Student Learning Outcomes in all departments.
- a. Initiate regular assessment workshops for faculty.
  - b. Coordinate SLOs for multi-instructor classes.
  - c. Create assessment instruments for all programmatic SLOs.
  - d. Post assessment data and responses on [www.angelo.edu/dept/sciences](http://www.angelo.edu/dept/sciences)
  - e. Post assessment data on [www.sci.angelo.edu](http://www.sci.angelo.edu)
  - f. Work with department heads to create curriculum maps for each program.
- There was extensive discussion on this topic with a charge that each chair assist their faculty in identifying which classes meet which CB Exemplary Educational Outcomes as well as the ASU Master Student Learning Outcomes and the programmatic SLOs. These documents must be prepared and in place prior to June 1<sup>st</sup>.
5. Create policy and structure for an ASU *Institutional Animal Care and Use Committee* (IACUC). Grady, Cody & Kelly
6. Write prospectus for ESCI degree and obtain preliminary CB planning authority for same.
7. Support CHEM and BIOCHEM programs in initiating ACS accreditation.
8. Support continued success of JAMP program by creating an *Action Plan* for eventually instituting a cadaver-based anatomy sequence. Kelly
9. Complete sample acquisition and assist in preliminary assays of zeolites for ONR-funded project.
10. On-going Priorities:
- Initiate capital equipment acquisition plan.
  - Initiate funding and complete creation of *Math Lab Coordinator* and *Cavness Lab Safety and Inventory Control Manager*.
  - Institutionalize SAS funding stream. All Chairs
  - Secure a timeline for equity salary adjustments in non-tenure track ranks.

- Continue efforts to institutionalize core curriculum assessment. All Chairs
- Continue to play a leadership role in TTUS Engagement Initiative.
- Continue to serve aggressively in SACS accreditation areas.
- Complete creation of *Food Animal Science & Geology* degrees. Gil and Andy
- Continue efforts to get simpler and more accessible college website URLs.
- Continue to work with IT on creating a course demand report product.
- Continue to work with IT on interactive digital signage initiative.
- Continue to serve as institutional point person for DE and lobby for adoption of the *May 2007 DE Implementation Plan*.

11. New Business: Grady requested that each chair get together with their faculty teaching in multi-section multi-instructor classes and ensure a common set of student learning outcomes as well as a common textbook.