

Natural Sciences & Mathematics Division Meeting Minutes

January 6, 2009 NS122

I. The meeting was called to order by Division Chair Steve Taylor at 3:35 pm.

In attendance: Irja Galvan, Bryan Dutton, Erin Baumgartner, Kristin Latham, Jeff Myers, Bill Schoenfeld, Jeff Templeton, Mike Ward, Laurie Burton, Klay Kruczek, Hamid Behmard, Phil Wade, Arlene Courtney, Rahim Kazerouni, Niki Winslow

Arlene Courtney and Cheryl Beaver were welcomed back, Arlene from sabbatical and Cheryl from her medical leave over Thanksgiving.

II. Approval of December Minutes. It was moved and seconded to approve the minutes of the December 2008 division meeting.

III. Announcements

- a. Summer schedule materials due to Niki/Steve by January 14, 2009; due Jan 21, 2009 at the Dean's office.
- b. 2009-2010 schedules due to Niki by January 12, 2009
- c. Wireless laptop access to faculty available (\$5.00/mo via Dean's office if you have regular phone service) Arlene and Spence were the only takers. Mathematics has a departmental wireless computer at \$15 per month wireless service.
- d. Winter Preview Day I – Saturday, January 24.
- e. A comparison of admissions data for January 1, 2009 from the same time last year is provided on page seven of the meeting handout. Total Undergraduate admits are up 24.18%, Hispanic admits are up 37%. Total Undergraduate applicants are up 7.28%.
- f. Niki announcements – scheduling for spring 2009, summer 2009 and the school year 2009-2010 are the only items with deadlines being requested at this time.

IV. OLD BUSINESS

- a. The Dean is optimistic that NSM opportunity funds will be available in spring term, however WOU had to return some surplus funds to the state and used a portion to re-finance lost Oregon Opportunity Grant dollars. We should probably expect to see these after spring enrollment figures are in, possibly the second week of spring term. Any one using a new vendor should get that information to Niki as soon as possible as it can take up to a week to get new vendor information into our business office accounting system.
- b. The NSM seminar schedule is listed in pages 8-9 in the handout. There is an open slot February 25. Kristin said she knows of a possible speaker, Patrick Chapell, who would speak on endocrinology – hormones and the brain. Steve will have WOU PR office develop a flyer for the seminar series. Steve applied

for a foundation grant for the purpose of covering some speaker expenses such as lunches and travel.

- c. Revised NSM Committee assignments (see page 10). Klay will serve on the NSM Service Committee. It appears that the Bio slot of that committee is still open. Arlene will be resuming her position on the Faculty Development committee now that she is back from sabbatical.
- d. Fall 2008 Dept. Assessment Reports – Thanks for program submissions before Winter break. The accreditation team is expected back in late April. LAS is the focus of their return, COE was OK with the initial review. The team felt the LAS assessment was lacking. Earth Science went through a recent documentation process, their materials may be used as an example.
- e. We will have a committee for inter-program coordination of class scheduling. The schedulers are Jeff Templeton, Klay Kruczek, Mike LeMaster, Arlene Courtney. Klay will be the facilitator for the group. They will need to meet early winter term to coordinate 2009-2010 scheduling. The purpose of the group is to reduce as many room/time conflicts as possible.
- f. The PRC will meet Thursday, January 8 regarding the current tenure/promotion files. The files have all been submitted, the process is in place and the review is under way. See handouts for deadlines.
- g. Steve reported on his December meeting with Gavin Keulks on the Honors Program / Science requirements. The science component of the honors program is under discussion. It is difficult for science students to engage honors in their curriculum due to the prescribed courses in their majors and the scheduling limitations for adding other courses. Gavin contacted Bryan and Mike LeMaster regarding developing a two-year science honors model. Scott Beaver asked if science could have a different program for honors.

V. NEW BUSINESS

a. Student Travel Forms

Due to a recent dance troop vehicle accident where paperwork was not completed, faculty are reminded that it is necessary to complete student travel forms available on the dean of students web site. The site forms are to be completed and submitted for emergency contact prior to any student field trips. It would be a good idea to make a copy of the emergency contact sheet with student information and take along on the field trip, and leave the original copy in the office.

b. Faculty Evaluation Process / SIR Evaluation

Bill Kernan is working on a web-based evaluation process, whereby students will be required to submit an online survey for each class, before grades are released.

The topic of Web-Based faculty evaluations generated so much discussion and comments that we are attaching Dr. Taylor's one-page collection of comments, as follows:

- Jeff Templeton – wondered if the questions would be the same on the new set as the old so the data would show a trend and have trackability.
- The thought is that the new forms would be simplified, thus not the same as the old.
- Bryan is in favor of a term by term evaluation but wondered if the process is done electronically if the students would become confused as to which course they are evaluating.
- It was mentioned that a new form, with new questions, could be affected by the CBA, and promotion reports.
- Jeff Myers profoundly disagreed with the web-based process.
- Jeff Templeton stated that students already get tired of the evaluation process which affects their effort in their entire process.
- Erin wondered about the burn-out factor as well. She also wondered if different questions might be more valuable in each discipline.
- Laurie felt the questions should be uniform throughout for LASS comparison.
- Bill does not like the idea of term-by-term evaluations, due to the burnout component.
- Mike Ward is concerned about the validity of the results if the timing (finals or thereabouts) and mandatory conditions come into play.
- Phil mentioned that in labs that only meet two hours per week, many times students aren't even aware of the instructor's name.
- Irja is concerned about how mandatory conditions will affect results.
- Scott suggested changing the form to clearly list the course name at the top of the page and designing it so there is one question per page so students don't just randomly click a line of questions. He also felt that mandatory as opposed to voluntary participation may create biased results.
- Phil wondered about giving students the option to not evaluate. Irja liked that idea as well.
- Bryan is more interested in upper division student feedback.
- Jeff Templeton feels that lab results are unrepresentative of a good survey since many students do not like labs.
- Bill questioned having administration design the questionnaire. Laurie felt that any new form should be submitted to faculty analysis and approval.
- Jeff T wonders if it is not a WOU form if it has been field tested. Evidentially it is a nationally designed form, WOU would purchase the software.
- Erin felt it would be worthwhile to talk with faculty at other universities who have used this form for their feedback.

- Scott mentioned that this has not been brought up to Faculty Senate.
- Steve noted that it should be brought up to Faculty Senate and WOUFT because of the possible impact it might have on tenure and promotion.

VI. REPORTS

- a. NSM Budget Update. Course fee additions/requests are submitted and are in the process for approval. We have requested an increase of \$5 per lab. Lab fee increases, if approved, would be in effect summer and fall, and possibly spring term.

Niki stated the budget appears to be fairly on track, has not yet factored in the cost of returning the old copiers. Everyone seems happy with the new copy machines. [side note: Bill Kernan can work on the IP address for the math machine so faculty/staff can send copy requests from their offices to the copier].

Laurie asked about the travel requests, Jeff Templeton said all divisional requests from fall term have been approved. Only Laurie and Erin requested division travel funds in the fall.

- b. Search Committee status

Math has 100+ applicants. They will conduct 14 phone interviews. Their requested list has been forwarded to the Dean. The Dean will advise on phone scheduling.

Biology- Bryan said they have submitted the candidates name to the Dean and Provost. They apparently are in negotiations with the candidate(s).

Math has their adjunct positions filled for this year.

- c. Faculty Senate – no meeting since our last division meeting
- d. Faculty Development Committee-the next deadline will be for research funds. Hamid will email the deadline date. Arlene will resume her duties on the committee.
- e. Academic Infrastructure Committee
Sarah cannot continue on this committee, Bryan said he would. The division's equipment request list has been sent to the Dean, Provost and AIC.
- f. Academic Requirements Committee – Cheryl Beaver
The ARC has been charged to consider the minor requirement (should we have one, should there be a min/max number of credits associated with it, etc). If anyone has any comments, please send them to Cheryl Beaver.
- g. Curriculum Committee – Laurie Burton

Have not met since last division meeting. See pgs 12-15 in handout. The Curriculum Committee Web Page has been updated. The group discussed the functional ramifications of the “president-mandated” curriculum change log, as related to the curriculum proposal process.

h. AFT/WOU Faculty Union

Phil Wade has been working on the adjunct faculty component of bargaining, particularly with respect to the need for step increases in salary, for which there are none at this time for adjuncts. In February he will be meeting with the collective bargaining committee. Topics will be:

1. Assignment of duties

2. Continuing Education - discrepancy for online courses, overload, pay.

3. Non-tenure track faculty are the only group of employees in the state of Oregon that the wage scale does not recognize years of service. They are trying to introduce a step system for salary increases. It is also felt there should be a seniority clause introduced in the bargaining language. Scott and Bill are also on the collective bargaining team. Phil has spoken with other staff regarding these concerns.

i. Academic Showcase 2009 – no new information to share

j. Oregon Academy of Science 2009 – February 28, Jeff Myers

There are three potential key-note talks. Jeff feels there will be a good slate of candidates.

Arlene and Adele are working on the Junior Academy of Science. It will be a one-day meeting. DEP will be doing the administrative part of the program. The Junior Academy will occur in the morning, with the finalists competing in the afternoon, Friday, February 27. It will be a smaller event than in the past.

IV. A motion was made, seconded and moved to adjourn the meeting. Meeting adjourned at 4:55 PM.

Begin 3:35

MEETING AGENDA
DIVISION OF NATURAL SCIENCES AND MATHEMATICS
WESTERN OREGON UNIVERSITY

January 6, 2009; NS122 3:30 PM

I. ROLL CALL / APPROVAL OF AGENDA

II. APPROVAL OF DECEMBER MINUTES (p. 2-6)

III. ANNOUNCEMENTS

- 15 min
3:35-3:50
- a. Summer schedule materials due to Niki/Steve by Jan. 14, 2009; due Jan 21, 2009 at Dean's office;
 - b. 2009-2010 Schedules due to Niki by Jan. 12, 2009
 - c. Wireless laptop access to faculty available (\$5.00/mo via Dean's office) - send requests to division chair
 - d. Winter Preview Day I - Sat. January 24
 - e. Admissions Data for January 1, 2009 (compared to same time last year): (p. 7)
Total Undergrad. Applicants +7.28% Total Undergrad. Admits +24.18% Hispanic Admits +37%
 - f. Niki / Office Coordinator announcements - NSM Calendar of Events

IV. OLD BUSINESS

- 3:50-4:00
4:00-4:05
4:05-4:10
4:10-4:20
4:20-4:25
4:25-4:30
- a. Division equipment requests: Dean Scheck is optimistic that NSM opportunity funds will flow, no details yet
 - b. NSM Seminar Schedule - Status on schedule (p. 8-9) - See note p. 8
 - c. Revised Committee Assignments (p. 10)
 - d. Fall 2008 Dept. Assessment Reports - Thanks for Program Submissions before Winter Break!
 - e. Inter-program coordination of class scheduling - Schedulers (Templeton, Kruczek, LeMaster, Courtney) need to meet in early Winter term 2009 to coordinate on 2009-2010 schedule.
 - i. Group facilitator needed **FLAN W/ FACILITATE**
 - ii. Goal: to reduce as many room/time conflicts as possible
 - f. PRC - Status: files submitted, process in place, review under way; PRC review meetings planned:
 - i. Jan. 8, 2009 = First Years and Associate/Tenure Decisions
 - ii. Jan. 15, 2009 = Promotion to Full
 - iii. Jan. 30, 2009 = All promotion/tenure/continuation files due to Dean
 - iv. Feb. 1, 2009 = re-submittal of updated 3-year post-tenure review files
 - Honors Program / Science Requirements - Taylor report from Dec. meeting with Gavin Keulks

V. NEW BUSINESS

- 4:30-4:35
4:35-4:40
4:40-4:45
- a. Student Travel Forms
 - i. Due to a recent dance troop vehicle accident where paperwork was not completed, faculty are reminded that it is necessary to complete student travel forms available on the dean of students web site. The site forms are to be completed and submitted for emergency contact prior to any student field trips.
 - b. Faculty Evaluation Process / SIR Evaluation
 - i. Deans are pushing for student evaluation of faculty each term, including summer session.
 - ii. Bill Kernan is working on a web-based evaluation process, whereby students will be required to submit an online survey for each class, before grades are released.
 - iii. Any NSM group opinions on this issue?

VI. REPORTS

- 18 min
4:40-4:55
- a. NSM Budget Update (course fee additions/requests submitted and are in process)
 - b. Search Committees - status on Math/Biology searches
 - c. Faculty Senate
 - d. Faculty Development Committee
 - e. Academic Infrastructure Committee
 - f. Academic Requirements Committee (C. Beaver)
 - g. Curriculum Committee (p. 12-15)
 - h. AFT/WOU Faculty Union
 - i. Academic Showcase 2009
 - j. Oregon Academy of Science 2009

VII. FINAL COMMENTS AND ADJOURNMENT

OJAS 2/21/08
- Key note: Speakers 2/28/09
- numbers for awards

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NSM Division Meeting Minutes, December 2, 2008, MNB 222

I. In Attendance: Steve Taylor, Laurie Burton, Bill Schoenfeld, Mike LeMaster, Hamid Behmard, Patty Flatt, Pete Poston, Rahim Kazerouni, Mike Ward, Klay Kruczek, Jeff Templeton, Bryan Dutton, Jeff Myers, Kristin Latham, Niki Winslow.

The meeting commenced at 3:40 PM with Dr. Steve Taylor leading.

II. The minutes from the November Division Meeting were unanimously approved with a motion and second..

III. Announcements

- a. Sabbatical requests are due soon. They are to be turned in in triplicate on the pink forms. Niki has extra copies if needed.
- b. New digital Canon copiers are up and running with print / scan capabilities. The scan function produces *.pdf files that can be emailed to users. We plan to program both Math and Natural Sciences machines with the same ID codes for ease of use in either building.
- c. Summer schedule materials have been distributed. They are due January 21, 2009 to the Dean's office, sooner to the division office (Niki will send a due date schedule for all terms).
- d. Wireless laptop access is available through the Dean's office for \$5 per month. Please send your requests to the Division chair if you want this service. This will be an additional connection fee in addition to existing office network fees of \$12 per month.
- e. WOU Foundation Grants are due to the Dean's office before December 8. The Dean ranks the requests. Steve will request travel funding for the NSM seminar series.
- f. Niki will be sending out due dates of the various schedules since all three come due in January – spring corrections, summer and the entire 09-10 school year.
- g. Division Travel: Jeff Templeton sent requests to the departments, received two back, Laurie and Erin for NSM902 travel. The next round will be in April to coincide with Faculty Development travel grants.

OLD BUSINESS

- a. Division equipment and capital improvement plans: Status on requests / submissions: Steve sent our list to the Dean who will be following up with the Provost. Requests went to the AIC as well. A total of \$1.2 million in needs were identified by division faculty. Lists will be prioritized within the departments. Bryan is working on the AIC list.

- b. NSM Seminar Schedule – the existing schedule can be found on pages 11-12 of the meeting handout. Additional speaker recommendations are sought to round out the schedule.
- c. Ad Hoc working groups
 - i. NSM Building Utilization and Planning Committee – Status / Follow-up
Action: The building committee will meet winter term for long-range planning. Pages 13-15 of the meeting handout outlines current Natural Science building usage. Steve reports we are completely full in office usage and would essentially need remodeling of existing space or a new building if we continue to add faculty.
 - ii. NSM LACC Review Committee (see pg. 16 of handout)
Mike Ward spoke with Jeff Templeton regarding the campus committee forming a subcommittee to look at learning outcomes. The committee is moderately happy with the current LACC. Mike doesn't feel we need to meet until further action develops at the campus level.
 - iii. Committee Assignments / Updates: Hamid would like to receive the new list of committee assignments. Steve stated that the LACC is the only one with current adjustments because of sabbaticals: Bryan is stepping for Karen Haberman, Rahim for Arlene Courtney until she returns in January. Jeff Templeton, Mike Ward, Arlene Courtney, and Bryan Dutton comprise the LACC Ad Hoc Committee.
- d. Fall 2008 Dept Assessment Reports – Status / Due December 8, 2008 (pgs 17-23)
 - i. Group discussion needed on modified directives from Dean Scheck since November meeting (see pg 18 for Dean's directive).
Assessment is tied in with accreditation requirements. Current comments go back to an April 29, 2008 report. The Provost has the report, he will issue a response. Basically it is felt that there was assessment deficiency in the college of LAS.
 - ii. Pg 17 schedule: There is a 5-7 year program external review schedule for Assessment sent to the Dean. Costs will need to be budgeted if we have an independent assessment review.
 - iii. See page 18, Dean Scheck's November 23, 2008 email, the Dean's most current Program Assessment Update.
 - iv. The catalogue needs to be reviewed for departmental outcomes. We only need three, edits only, not program changes. The three edits should be forwarded to Julie Harding in the Provost's office.
 - v. See the WOU Curriculum Log Program Assessment of pg 19 handout. The Dean would like to have all departments to have these in prior to winter break. The Dean is asking that we discuss assessment protocol. Each department is to write their descriptions to align with the University's academic mission.

Mike Ward stated that Math has eight items consistent with what they already did for accreditation. Steve indicated that if the task is already done, attach the existing reports to the requested form.

- e. Inter-program coordination of class scheduling
 - i. There are recurring inter-program conflicts. It was decided that schedulers will meet in January to resolve.
- f. PRC – Status: files submitted, process in place, review under way, next meeting, January 8, 2009. The three-year reviews are due as soon as possible. Files will go to the Dean's office January 30, 2009.
- g. Professional Science Masters Initiative in OUS – Taylor report of findings: Steve attended a day-long OUS meeting regarding the Sciences Masters degree. The general feeling was one of moving away from a thesis-based program to one of more paid internships and practicums, in combination with businesses. The model involves extended internships rather than theses. This would be along the lines of the MIS in Business/Computer Science at WOU. The Provost is interested in this proposal. We do not currently have the faculty or curriculum for such a program in NSM.

V. NEW BUSINESS

- a. Two NSM Representatives are needed on the Faculty Senate Awards Committee. This tenure is of a limited duration. Pete said he would be willing to serve for one year, Hamid volunteered as well since he moved off the LACC ad hoc Committee.
- b. Office of Sponsored Programs (see pg 24 of handout)

There is a change in the grant proposal process. Proposals are to be sent through Ella Taylor at TRI. A new proposal routing sheet will be made available soon. This procedure applies to Government sponsored grants. Proposals will no longer be routed directly to Darin, but to Ella, she will serve as primary point of contact for university. She will require three days lead time prior to the due date. Bryan had a question about how this would affect grant overhead, and if there would be a Faculty Senate follow-up on this new procedure.
- c. Review of Honors Program / Science Course Requirements (see pg 25)

WOU has the second highest hours requirement in the state for our honors program. Gavin Keulks would like to see more flexibility in the program requirements. Jeff Myers stated that this is an important issue for 1st and 2nd year science students, that it is difficult for them to fit the honors program into their schedules. The NSM/LACC review committee could be utilized for honors-related course evaluation. Steve will meet with Gavin and see what he has in mind.
- d. Division of Extended Programs – DEP is interested in supporting faculty in online course development (see pg 26). They have expanded their services and improved the pay/FTE structure. Anyone interested should contact DEP.

VI. REPORTS

a. NSM Budget Update

Niki feels the NSM budget is basically on track, where we expect it to be at this time of year. We have had a few surprises in the NSM902 budget but have to date been able to cover them.

We are hoping to implement the new lab fees spring term. Darin needs to propose the \$5.00 fee increases for 09-10 as part of the administrative rules process..

b. Search Committee – the last Biology candidate to arrive will be Ava Howard. Hamid stated that math has 60 candidates that have application files. They still need two more adjunct faculty.

c. Faculty Senate - Klay has the notes for the last meeting. WOU has been asked to reduce the school budget by \$500,000 in the biennium. They are looking at the 40/40/20 initiative. Provost Neeley has asked that this be examined.

d. Faculty Development Committee: All faculty who applied, received the awards that they applied for. The next round will be for research, the deadline is January 30. 2009.

e. AIC – Sarah is on the committee, Bryan off. The NSM division has submitted an AIC “wish list” for equipment and infrastructure purchases.

f. Academic Requirements Committee (C. Beaver) – no report, Cheryl out sick.

g. Curriculum Committee:

i. Earth Science is still working on their program changes that were first proposed in Spring 2008. The Provost and Dean have significantly increased the assessment documentation needed for program changes, and Earth Science is being used as the test case. If new programs are proposed, faculty need to make the assessment component detailed enough to satisfy administrative expectations as part of the NWCCU accreditation process.

ii. Please submit any curriculum changes to Laurie (committee chair) by February 6, for next year's catalogue.

iii. UCS will help faculty senate update the curriculum committee web page.

iv. JoNan Leroy at DEP requested that 700# courses be reserved for non-credit professional courses, for people of the community, not part of a program degree.

v. Pete asked about changes in the Organic Chemistry courses, and the need to meet regarding impact on Biology. Bryan will look at the potential impacts of the proposed organic chemistry schedule on biology students.

h. AFT/WOU Faculty Union reports: Phil has been working on the adjunct faculty steps, etc. They will meet again in January.

- i. Academic Showcase 2009 – in May.
- j. Oregon Academy of Science: See Jeff Myer's email.

VII. FINAL COMMENTS AND ADJOURNMENT

- a. UCS is implementing new security systems, it has caused some new spam issues, one of which being that regular mail is bounced. Please email Bill Kernan with your concerns.
- b. There is an Allen wrench on a purple Oriental knotted chain in the supplies drawer for unlocking the doors should someone arrive in the NS building and it hasn't been unlocked on a regular working day.

Meeting adjourned at 4:55 PM.

WESTERN OREGON UNIVERSITY

Fall Admission Summary for January Week 1, 2009 (Comparison to same week last year)

	2009	2008	Difference	% Change	5 year average
Undergraduate Students					
Applications					
Resident	539	448	91	20.31%	395
Nonresident	196	234	-38	-16.24%	156
International	2	5	-3	-60.00%	9
Total Undergrad. Applicants	737	687	50	7.28%	560
Admitted Students					
First time Freshmen	547	433	114	26.33%	
Transfer	17	21	-4	-19.05%	
Post Bac	1	1	0	0.00%	
Total Undergrad. Admits	565	455	110	24.18%	360
Total Denied	16	1	15	1500.00%	
Cancel Rate	0.54%	1.35%			
Graduate Students*					
Graduate Applications					
Resident	4	4	0	0.00%	
Nonresident	1	0	1	#DIV/0!	
International	1	0	1	#DIV/0!	
Total Grad Applications	6	4	2	50.00%	
Graduate Admits					
Resident	3	0	3	#DIV/0!	
Nonresident	0	0	0	#DIV/0!	
International	0	0	0	#DIV/0!	
Total Grad Admits	3	0	3	#DIV/0!	

* Note: Graduate student applications are received and processed for each academic quarter. This data is provided for students seeking to enter fall term only.

Hispanic Student Results

Applications: 119 (+26 or 28%)

Admits: 86 (+23 or 37%)

Future Events

Preview Day: January 24

Statewide MECHA Conference Feb 6-7

Western Oregon University
Natural Sciences and Mathematics Seminar Series
Winter and Spring 2009
Natural Sciences Room 103

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|---|---|
| Wed. January 14, 2009 12:00 PM | Todd Jarvis, Institute for Water and Watersheds, Oregon State University, Topic: "Hydrogeologic Investigation & Future Groundwater Sources: Jousting with Measure 37/49, Dueling Experts, the Hydrohydra" (Host: Steve Taylor) |
| Wed. January 21, 2009 12:00 PM | Laurence Padman, Earth Research Institute, Topic: "Is Antarctica melting? If so, why?" (Host: Irja Galvan) |
| Wed. January 28, 2009 12:00 PM | Dr. Russel Meints, Institute of Molecular Biology, Oregon State University, Topic: TBA with a focus on viruses (Host: Irja Galvan) |
| Wed. February 4, 2009 12:00 PM | Doug Markel, Dept. of Fisheries and Wildlife, Oregon State University, Topic: "Faults, Floods and Fishes: How Geology Influences Distribution and Speciation in Oregon Fishes" (Hosts: Irja Galvan and Steve Taylor) |
| Wed. February 11, 2009 12:00 PM | Steve Taylor, Earth and Physical Sciences Dept., Western Oregon University, Topic: "Spatial Analysis of Cinder Cone Distribution at Newberry Volcano, Oregon: Implications for Structural Control on Eruptive Process" |
| Wed. February 18, 2009 12:00 PM | Dr. Murty Kanury, Mechanical Engineering, Oregon State University, Topic: "Catastrophe Theory: Some Applications" (Host: Irja Galvan) |
| Wed. February 25, 2009 12:00 PM | Open PADUCK CHAPPELL - Kristin endocrinology |
| Fri. March 6, 2009 12:00 PM | Bill Gerwick, University of California- San Diego, Tentative Topic: "" (Host: Patty Flatt) |
| Wed. March 11, 2009 12:00 PM | John Faustini, Environmental Protection Agency, Topic: "Evaluating Human Impacts on Aquatic Habitat in Oregon" (Host: Steve Taylor) |
| Wed. April 8, 2009 12:00 PM | Jean Donovan, OHSU School of Nursing, Monmouth Campus, Topic: Public Health Issues TBA (Host: Steve Taylor) |
| Wed. April 15, 2009 12:00 PM | Tentative: Math Presentation, TBA. |
| Wed. April 22, 2009 12:00 PM | Jeff Templeton, Earth and Physical Sciences Dept., Western Oregon University, Topic: "Geochemistry and Volcanology of the Pleistocene Ash-Flow Tuffs at Newberry Volcano, Oregon: Constraints on the Evolution of a Continental Silicic Magma System" |
| Wed. April 29, 2009 12:00 PM
<i>Handwritten:</i> KC NALEST, OSU (w/ wv), USING thermodynamic Principles TO find dimensions of Adms | Tentative: Math Presentation, TBA. |

Wed. May 6, 2009 12:00 PM	Dr. Dean Atkinson from Portland State University, Department of Chemistry Topic: "Extensive and Intensive Aerosol Optical Properties and their Roles in Climate Change" (Host: Patty Flatt)
Wed. May 13, 2009 12:00 PM	Sarah Boomer, Western Oregon University, Spring 2008 Biofilm Festival: "Geochemistry and Ecology of Red Layer Microbial Systems: Hot Times at Yellowstone National Park" (Host: Steve Taylor)
Wed. May 20, 2009 12:00 PM	James Roddy, Oregon Department of Geology and Mineral Industries; Topic: "New Insights into the Cascadia Subduction Zone: Implications for Coastal Seismic Hazards in Oregon" (Host: Steve Taylor)
Wed. May 27, 2009 12:00 PM	Kerry McPhail, OSU College of Pharmacy, Tentative Topic: "Exploring the Biodiversity of Panama for New Drug Therapies" (Host: Patty Flatt)
Wed. June 3, 2009 12:00 PM	Pat Aldrich, University of Hawaii-Manoa, Topic: "Pollination Webs in Hawaii: The Influence of Invasion and Extinction" (Host: Steve Taylor)

Division of Natural Sciences and Mathematics
2008-2009 Committee Assignments – UPDATED 01/05/09

NSM Budget and Operations Committee

LeMaster (Bio) Kazerouni/Courtney (Chem) Templeton (EPS) Behmard (Math)

NSM Curriculum Committee

Baumgartner (Bio) Kazerouni (Chem) Myers (EPS) C. Beaver (Math)

NSM Professional Concerns Committee:

Latham (Bio) Poston (Chem) Templeton (EPS) Ward (Math)

NSM Personnel Review Committee

Taylor (Div. Chair) LeMaster (Bio) Poston (Chem) Schoenfeld (EPS) Burton (Math)

NSM Service Committee

Open (Bio) Kazerouni (Chem) Schoenfeld (EPS)

KLAY
Open (Math) *ADD*

NSM Technology Committee

Dutton (Bio) Flatt (Chem) Taylor (EPS) S. Beaver (Math)

University Committees

Academic Infrastructure Committee:

Bryan Dutton

Academic Requirements Committee:

C. Beaver

Faculty Development Committee:

LeMaster (F08)/Arlene Courtney Hamid Behmard

Faculty Senators:

Scott Beaver, Klay Kruczek, Bryan Dutton

Faculty Senate Awards Committee:

Pete Poston, Hamid Behmard

Faculty Senate Committee on Committees:

Bryan Dutton

Faculty Senate Curriculum Committee:

Laurie Burton (Chair)

Honors Committee:

Jeff Myers

Institutional Review Board:

Erin Baumgartner

International Ed Committee:

Haberman/Poston

Parking Committee:

Open

Student Financial Aid/Scholarship:

Schoenfeld / Kruczek

Student Grievance Committee:

Rahim Kazerouni

Writing Intensive Committee (fac senate):

Laurie Burton

Who's Who, Dewey/Smith:

Irja Galvan

NSM Ad Hoc Working Groups

NSM Building Utilization and Planning Committee

Dutton (Bio) Poston (Chem) Templeton (EPS) K. Kruczek (Math)

NSM LACC Review Committee

Dutton (Bio) Courtney (Chem) Templeton (EPS) Ward (Math)

NSM Seminar Committee

Galvan (Bio) Flatt (Chem) Taylor (EPS) C. Beaver (Math)

1/1/2009

2008 - 2009 DIVISION BUDGET UPDATE

Budgeted amount for Supplies and Services NSM902

57314.00

57314.00**ESTIMATED GENERAL OFFICE OPERATING EXPENSES****52314.00**

Phones	27000
Copiers	10885
Office Supplies & Book Store	8000
Postage	500
Duplicating Services	300
Faculty travel	3429
Physical Plant - misc.	1000
Photocopy supplies (staples)	0
Telecommunication wiring	500
Misc.	1600

TOTAL ESTIMATED GENERAL EXPENSES**52,314.00****MATHEMATICS**

5000.00

Money already spent 902

341.04

Lab fees collected -941

projected 2920.00

Lab fees expended

1017.67

Balance

Total balance

6561.29

"=====

DEPARTMENT BUDGETS

NSM922

BIOLOGY

42000.00

42000

Summer lab fees

2914.00

Money already spent

13829.57

Balance

31084.43**EARTH & PHYSICAL SCIENCE**

37150.00

37150

Summer lab fees

5147.00

Money already spent

11328.81

Balance

30968.19**CHEMISTRY**

21500.00

21500

Summer lab fees

450.00

Money already spent

6634.11

Glass breakage

Balance

15315.89**FIELD TRIP**

4500.00

4500

Money already spent

not current

1064.51

Balance

3435.49**EQUIPMENT REPAIR**

2500.00

2500

Money already spent

Balance

2500.00

Medequip (Still)

3800.00

3800

Willamette Water (Softener)

450.00

450

Scantrons

322.00

NW Natural Gas

250.00

250

4822.00

Total

112150

Western Oregon University Memorandum

ADD TO
NSM
PACKET

From: Dr. Jeff Templeton and Dr. Steve Taylor, Earth and Physical Sciences Dept.
To: Dr. Kent Neely, Provost and Vice President for Academic Affairs
Dr. Stephen Scheck, Dean, College of Liberal Arts and Sciences
Date: December 18, 2008
RE: Addendum to Earth Science Curriculum Proposal – Assessment Plan

Colleagues:

As per our meetings on November 20 and December 10, 2008, please find attached an expanded explanation of the assessment plan for the proposed Earth Science Curriculum Changes. This document serves as an addendum to the curriculum packet originally submitted to Faculty Senate in spring term 2008. The enclosed addendum materials include: (1) an expanded response to "Question C" on the WOU Curriculum Log (Degree Program Change), "*How and when will the effectiveness of these changes be determined?*"; (2) Appendix A – Earth Science Embedded Assessment Template; (3) Appendix B – Spring 2008 Embedded Assessment Action Reports; (4) Appendix C – Examples of ES407 Senior Seminar Capstone Projects; and (5) Appendix D – Sample of Student-Tracking Data.

We hope you find these materials complete and well organized. Please let us know if you need further documentation or have additional questions.

Sincerely,

Jeff Templeton
Associate Professor of Geology
Chair, Dept. of Earth and Physical Sciences

Steve Taylor
Associate Professor of Geology
Chair, Division of Natural Sciences and Mathematics

WOU Curriculum Log
Degree Program Change - Assessment

Degree Program: Earth Science

Academic Major and Related Minors: B.S./B.A. Earth Science, Earth Resources Minor,
Earth System Science Minor, Geology Minor

C) How and when will the effectiveness of these changes be determined?

The Earth Science Major was completely reorganized and approved by the WOU administration and the Oregon University System in 2001. The original purpose for developing a new Earth Science Major at WOU was to align our geosciences curriculum with nationally-recognized education standards and to update the program to better prepare graduates for careers as scientists and educators in the 21st century. The modifications proposed herein reflect a fine-tuning of the Earth Science curriculum in the spirit of iterative program assessment and continuous improvement of this overarching objective.

The proposed changes will go into effect during the 2008-09 and 2009-10 academic years, pending approval by the WOU administration. As outlined in the 2006 accreditation report, Earth Science is in the process of implementing a comprehensive evaluation plan that includes the following strategies: (1) formative embedded assessment, (2) summative assessment of the degree program, (3) survey-based tracking of current students and graduates, and (4) annual curriculum review. The evaluation strategies described below began with formative assessment in the 2007-08 academic year and will continue until 2012 when we plan to conduct an external review of the Earth Science program.

1. **Formative Embedded Assessment:** Formative assessment of the Earth Science program is currently being conducted via a series of embedded techniques. Initiated in Spring 2008, these strategies specifically link student performance on select course activities to program outcomes (refer to Appendix A, p. 4, and Appendix B, p. 8, for examples). A variety of methods are used for embedded assessment, including inquiry-based lab exercises, field studies, writing assignments, active-learning exercises, oral group presentations, and multi-media work samples. These types of methodologies are being incrementally deployed in all Earth Science courses, including the new and modified courses that are proposed as part of this curriculum modification. Individual course results will be aggregated into an anonymous sample pool and analyzed on an annual basis to guide future curriculum development and improve student learning.

2. **Summative Assessment of Degree Program:** The capstone course, Senior Seminar (ES 407), will continue to serve as the primary degree program assessment mechanism for Earth Science graduates. The objective of Senior Seminar is for students to conduct in-depth research on current topics in the Earth Sciences, culminating with public presentation to the greater campus community. During this process, students are called upon to draw information from the full range of courses they have completed during their time as an undergraduate. The capstone synthesis requires them to demonstrate proficiency by assimilating concepts from an array of topically-linked publications and incorporating the information into coherent analyses of scientifically-relevant problems. Past examples of seminar topics include nuclear waste disposal at Yucca Mountain, effects of dam removal in the Pacific Northwest, tsunami hazard potential on the Oregon coast, and assessment of watershed function in the Willamette Basin (refer to Appendix C for example abstracts, p. 21). Students typically take ES 407 during the final term of their senior year and must satisfactorily complete this capstone course to graduate from the program. As part of the dissemination process, Senior Seminar presentations are integrated with the campus-wide, Academic Excellence Showcase sponsored by the Program for Undergraduate Research Experiences (PURE) and the Phi Kappa Phi honor society.

In conjunction with the inquiry-based, work-sample method described above, standardized exit exam models are currently being explored by Earth Science faculty. Several ideas have been pilot tested. One model utilizes an online exit exam based on national standards established by the Educational Testing Service in the 1990's that comprised part of the Advanced Geology GRE. A second model utilizes the education-based PRAXIS exam for teaching candidates with an emphasis in Earth and physical science content. The third summative tool under evaluation is the nationally standardized Fundamental Geology (FG) Exam that forms part of the Oregon State Board of Geologist Examiners (OSBGE) professional licensing process. The statistical integrity of the FG exam is maintained by the Association of State Boards of Geology (ASBOG). A significant outcome of the ASBOG process is that by successfully passing the FG exam, graduates receive an initial license to publicly practice as professional geologists in the state of Oregon. Select student test groups have engaged each of above summative exit tools over the past 8 years; their collective effectiveness, cost, and practicality are currently under evaluation.

3. **Survey-Based Tracking of Current Students and Graduates:** The Earth Science program is in the process of implementing student- and alumni-tracking mechanisms, along with other programs in the College of Liberal Arts and Sciences. Students and graduates are tracked through several different mechanisms including the collection of course enrollment data, review of advising records, and the utilization of alumni surveys. The types of numeric output include course enrollments, grade distributions, and time to degree completion. We currently collect post-baccalaureate data via informal correspondence and networking

between graduates and faculty (e.g., emails, phone calls, requests for recommendation; refer to Appendix D for sample results, p. 33).

To more comprehensively gauge alumni satisfaction, formal surveys of Earth Science graduates will be implemented in the near future to help guide us in continually refining the degree program. Alumni-tracking methodologies are currently being developed in collaboration with the College of LAS and the WOU Office of Institutional Research. In addition, focus groups of enrolled Earth Science students will be formed to determine the degree to which the proposed curriculum changes are accomplishing the intended outcomes. Senior Seminar (ES407) will serve as the gateway for conducting focus group surveys.

4. **Annual Curriculum Review**: The results of the formative, summative, and student-tracking assessment strategies described above will be reviewed on an annual basis and used to systematically guide course development, modify teaching pedagogy, improve student learning, and align program outcomes with the professional marketplace. Specifically, the effectiveness of student learning in proposed new courses will be evaluated using the results of the formative embedded assessment methods and summative exit exam. The increased degree flexibility intended to result from the proposed math options will be evaluated for success by review of student tracking data and time-to-degree completion. Results from the summative capstone project and alumni placement surveys will be used to guide future program adjustments in the context of employment demands in the science education and natural resource sectors.

MEETING AGENDA
DIVISION OF NATURAL SCIENCES AND MATHEMATICS
WESTERN OREGON UNIVERSITY

January 6, 2009; NS122 3:30 PM

I. ROLL CALL / APPROVAL OF AGENDA

II. APPROVAL OF DECEMBER MINUTES

III. ANNOUNCEMENTS

- By 1-14 TO NIKI/STEVE 1/12 TO NIKI
- 1/5 Spring Corrections to NIKI
- a. summer schedule materials sent out; due Jan 21, 2009 at Dean's office; 2009-2010 Schedules in process
 - b. Wireless laptop access to faculty available (\$5.00/mo via Dean's office) – send requests to division chair
 - c. Winter Preview Day I – Sat. January 24
 - c. Niki / Office Coordinator announcements – NSM Calendar of Events – *Scheduling – above*

IV. OLD BUSINESS

- a. Division equipment and capital improvement plans: Status on requests/submissions
- b. NSM Seminar Schedule – Status on schedule
- c. Revised Committee Assignments
 - i. **NEEDED:** AIC Representative needed to replace Sarah
- d. Fall 2008 Dept. Assessment Reports – Thanks for Program Submissions before Winter Break!
- e. Inter-program coordination of class scheduling – Schedulers (Templeton, Kruczek, LeMaster, Courtney) need to meet in early Winter term 2009 to coordinate on 2009-2010 schedule.
 - i. Group facilitator needed
 - ii. Goal: to reduce as many room/time conflicts as possible
- f. PRC – Status: files submitted, process in place, review under way, meetings planned
 - i. Jan. 8, 2009 = First Years and Tenure Decisions
 - ii. Jan. 15, 2009 = Promotion to Full
 - iii. Jan. 30, 2009 = All promotion/tenure/continuation files due to Dean
 - iv. Feb. 1, 2009 = re-submittal of updated 3-year post-tenure review files
- g. Honors Program / Science Requirements – Taylor report from Dec. meeting with Gavin Keulks

V. NEW BUSINESS

- a. Student Travel Forms Student travel forms
 - i. Due to a recent dance troop vehicle accident where paperwork was not completed, faculty are reminded that it is necessary to complete student travel forms available on the dean of student web site. The site forms are to be completed and submitted for emergency contact prior to any student field trips.
- b. Faculty Evaluation Process / SIR Evaluation
 - i. Deans are pushing for student evaluation of faculty each term, including summer *OH NO!!!*
 - ii. Bill Kernan is working on a web-based evaluation process, whereby students will be required to fill our an online survey for each class, before grades are released.
 - iii. Any NSM group opinions on this issue?

VI. REPORTS

- a. NSM Budget Update (course fee additions/requests submitted and are in process)
- b. Search Committees – status on Math/Biology searches
- c. Faculty Senate
- d. Faculty Development Committee
- e. Academic Infrastructure Committee
- f. Academic Requirements Committee (C. Beaver)
- g. Curriculum Committee
- h. AFT/WOU Faculty Union
- i. Academic Showcase 2009
- j. Oregon Academy of Science 2009

VII. FINAL COMMENTS AND ADJOURNMENT