

Minutes of Physical Sciences Task Force

March 2, 2012

Meeting Place: CYP 2222
Meeting Time: 10:00am
Participants: Jim Heath, Lala Guerra, Chris Cavalli, Elliot Richmond, Peter Wehner, Paul Nacozy, Joe Brinkley, James Friedrichsen, Qurrat Thakur, June Mullin, Saad Eways, Allen Underwood, George Staff, Karl Trappe, Meredith Denton Hedrick, David Wolf, Jeff Bechtold, Ron Johns, Ata Rahman, Clyde Springen, Paul Williams, Anne Turner

General Session

- 1.) **Approval of Agenda:** Approved
- 2.) **Approval of Minutes from:** Approved December and February minutes

3.) Information items

- a.) The Ongoing Saga of the Impending of SACS Visitation and US – The SACS Compliance Certificate will be completed by March 9. This will be reviewed and recommendations made, and ACC will respond to these over the course of the next two years. The College's faculty credentials were in better shape than in 2004, and our department was in very good standing in this regard.
- b.) Star Parties – Everyone was informed that the February Star Party went fairly well but not too many people attended. It was brought up that the marketing department needs to advertise the Star Parties more. The next Star Party will be on April 20, 2012. The same events and exhibits from our past Star Parties will be present. Jim Heath will have his talk on extraterrestrial life.
- c.) Highland Mall, Campus of ... the Future, Updates – Our last sequence was to finalize the arrangements of the rooms at Highland Mall and our next step is to meet with the architects. The Long Range Committee was asked to look at the diagrams and make sure everything looks fine so we can make our recommendations to the architects.
- d.) MSTA applications – The MSTA applications have been received. The committee will look over everyone's evaluations for the past 3 years and determine who will be assigned MSTA and HPH.
- e.) Gary Crane Memorial Scholarship – It was announced that money has been coming in for Gary Cranes Memorial Scholarship. If you are interested in donating, please go to the ACC Foundation website and follow the instructions.
- f.) Pradeau Endowed Scholarship – Everyone was informed that the Pradeau Endowed Scholarship for students of Hispanic heritage studying Chemistry, Physics, Math or studying to become a teacher was still available. If you have students interested in the scholarship, let them know that the deadline to apply is May 1, 2012.
- g.) Intel Summer Internship – Saad Eways shared an Intel Summer Internship for engineering students with everyone. Intel is coming up with a proposal to establish a summer engineering "experience." It will be 6 weeks long with a morning session and an afternoon session. Intel would like to have 50 students from ACC and 50 students from UT. Students will get a stipend of \$1000.00 at the beginning. Students that complete the program successfully will receive another stipend of \$2000.00 at the end of the program. Intel would like us to share the information with our students. Saad will email us with more information as it comes up.
- h.) Potential New Field Trip Site – Ata Rahman brought up a potential fieldtrip to see some dinosaur footprints on a private ranch. There was a discussion about having the field trip on a weekend day from 9:00am to 11:00am. If any of the Geology faculty are interested, please email Ata Rahman.
- i.) SEO even March 29, 11-1 at RGC – It was announced that the first SEO event will be March 29, 2012 at the RGC. The event will be about "water awareness". It was suggested that Anne Turner have the marketing department advertise the event.
- j.) Observatory at Cedar Park – Clyde Springen informed us that he had given a presentation to the Cedar Park City Council about having an observatory at Cedar Park. The council was favorable to the idea but

the money people thought it was a not a good idea because it was too expensive. Everyone shared their suggestions. Clyde will keep us updated with this issue.

4.) Website and Technology Update – June informed everyone that she has moved things around on the faculty and staff resources link in our website. She showed everyone where things were moved and what was available under the “faculty and staff resources” link. She also reminded faculty and staff that they needed to be login to Google to have access to certain links in the website. There was a discussion on security on our website. June informed us that only faculty and staff could enter certain links and students would not have access to those links.

5.) Safety Officer Report – Everyone was reminded to continue sending in the contracts. It was announced that EHS is forming a committee to come up with a Safety Manual. Sarah Strong will be the chair of the committee. Everyone did not agree with the safety manual EHS wants to come up with. Concerns and suggestions were shared. EHS also wants to focus on doing away with kitchenettes in offices, removing refrigerators, heaters, etc... from offices.

6.) Committee Chair Reports

- a.) Budget – Ron announced that the budget development process will be going on the next couple of weeks. Ron advised the Long Range Committee to have a list of capital items that need to be replaced or bought. Please have list ready for Ron to submit.
- b.) Long Range Planning – Long Range Committee will meet March 9, 2012 at 1:00pm at CYP.
- c.) Professional Development and Mentoring – Paul Nacozy shared professional development requirements, Workshop registration link, online professional development training, and professional development forms. A safety training and professional developmental day will be scheduled the Saturday before the spring semester is over. If you have any teaching techniques or presentations, please let Jim Heath know.
- d.) Scheduling – Changes for the fall 2012 schedule have been submitted. Changes for the spring 2013 schedule are being worked on. Everyone was informed that some classes do not have a break in between classes. MW and TTH classes start different times. Keep an eye on your classes, if any changes let James Friedrichsen know. Jim Heath announced that he will be putting out a call for people that are interested in overloads for summer 2012. Jim reminded fulltime faculty to submit their request for fall 2012.

7.) Student Success Initiative Report – The science faculty coaches have been working on the modules. Meredith Denton-Hedrick gave a presentation on "The Math You Need" to help the science faculty get more ideas for the modules. The faculty coaches will have a meeting this afternoon, March 2, 2012, with Mike Midgley to discuss using data to inform departmental goals and targets for student success. James went over the snapshots with everyone.

8.) Discussion Items: NONE

9.) Actions Items: NONE

10.) New Business: NONE

Minutes of PHYS/AST/ENG Subcommittee
March 2, 2012

Participants

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Curriculum Chair Report

There was not much to report. Saad Eways mentioned that the new ACGM has been posted and the new course requirements for General Physics I and II were included. Paperwork will be put together and taken to the C&P committee. Saad also mentioned that Engineering I and II requirements need to be updated. We are in the processing on working on the updates.

Evaluations Chair Report

The adjunct faculty evaluations have been completed and are in the process of being signed and sent to the dean. The full-time evaluations will be worked on soon. The master syllabi were discussed and it was decided that they still needed some work. We will try to get those in place soon, along with a checklist for faculty to use.

Assessment

Jim Heath informed everyone that the Astronomy Assessment was being worked and once he completes it, he would send out the document. Paul Williams sent out a proposal to the Assessment Committee and if there is no objection he will send out the Physics Assessments document. Saad went over the Engineering Assessment with everyone.

Engineering Steering Committee

Saad Eways informed everyone that he will meet with the Engineering Steering Committee in April about making the circuit class official and submitting the paperwork to the Curriculum committee.

New PHYS 1401 Textbook

The following textbooks were selected for consideration for PHYS 1401: Knight/Jones, Cutnell/Johnson, Giordano and Giancoli. A meeting was set for March 30, 2012 to hear the Rep's discuss their books and to decide what textbook will be adopt.