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| --- | --- | --- | --- |
| Brian Scott, Agriculture | X | Malcolm Rickard, Physics & Engineering | X |
| David Mirman, Biological Sciences | X | Matthew Judd, Division Dean | X |
| Terri Beam, Chemistry | X | Karelyn Hoover, Division Associate Dean | X |
| Julie Bray-Ali, Earth Sciences & Astronomy | X | Guest or Sub: |  |
| Mark Boryta, Earth Sciences & Astronomy | X | Guest or Sub: |  |
| Art Nitta, Mathematics & Computer Science | X |  |  |
| Martin Mason, Physics & Engineering | X | Minutes By: Ashley Marin | X |

| **Item** | **Topic** | **Discussion** | **Outcome/Action Needed** |
| --- | --- | --- | --- |
| **1** | **Welcome** |  |  |
| **2** | **Enrollment Management** | Update for Summer 2014  Growth for Fall 2014  Block scheduling  Saturday classes  Scheduling to capacity in classrooms | Target met  Stay in blocks  What services needed?  Room use/small classes in large rooms  How can Division help? |
| **3** | **Equipment/Budget Update** | Computers |  |
| **4** | **Evaluations** | Chair Evals  Probationary Evals  Adjunct Evals | (ineligible) week 8 to us  Check deadline for any follow up |
| **5** | **Emergency Preparedness** | Power Outage  Drill | What happens when you have to call public safety? Call us when emergency is over  Faculty need to wait to dismiss class and have authority to dismiss class  Drill went well |
| **6** | **Curriculum Deadlines** |  | Lab parity handout  May 3 curriculum – NS fall deadline |
| **7** | **Summer Stipends** |  | Fill out paperwork, 2 meetings |
| **8** | **PIE** |  | May be postponed to fall to fit cycle of budget, new positions support/pressure from your depts. for FA, Senate |
| **9** | **SLOs** | Stipends for Adjunct Participation  Syllabi  What Do Students in Your Departments Know About SLOs? | 2 hrs nonteaching rate  Must be on syllabus  Have this conversation with your dept. |
| **10** | **Schedule Standing Meetings with Chairs** | When are you available? |  |
| **11** | **David Mirman – NSD Student Research Website** |  |  |
| **12** | **Open Mic** | Announcements  New Faculty Hire  Chair Survey | Kepler Debbie Day Parachutes & Ladder  What do you on campus to meet with people = release  What can you do outside of campus = stipend |