

**Math/Science Division, College of Letters and Science**  
**Minutes of meeting #1**  
**Tuesday September 19, 2006 1:50pm HS 149**

**To:**

Beatrice Holton: Biology & Microbiology  
Colleen McDermott: Biology & Microbiology  
Charles Gibson: Chemistry  
Tom Naps: Computer Science  
David Barnhill: Environmental Studies  
Kazimierz Zaniewski: Geography & Urban Planning  
William Mode: Geology  
Hosien Moghadam: Mathematics  
John Strous: Medical Technology  
Daniel Schmidt: Kinesiology and Health.  
Michael Briley : Physics & Astronomy  
James Koch: Psychology

Present: Barnhill, Briley, Cross, Gibson, Holton, Koch, McDermott, Moghadam, Naps, Zaniewski, Mode, Schmidt (Chair), Strous

Guest: Karen Bowen, L & S Dean's Office

AGENDA

1. Election of secretary for 2006-07 academic year. Koch was nominated by Mode, seconded by Briley. Unanimous vote in favor.
2. Election of Chair for 2006-07 academic year. Schmidt was nominated by Mode, seconded by Holton. Unanimous vote in favor.
3. Approval of minutes of June 19, 2006 meeting. Approved by voice vote.
4. Articulation agreement with College of Menominee Nation (CMN).
  - a. Karen Bowen presented the articulation agreement by which students graduating from CMN and gaining admission to UW Oshkosh would enter UW Oshkosh with status equivalent to students with associates degrees coming from system's current 2-year campuses.
  - b. Following a motion to approve the articulation agreement as presented (Mode, second by ???), several discussion points were raised.
    1. a central issue was the question of who is responsible for running the equivalencies when comparing courses at CMN with those at UW Oshkosh (is there an equivalency guide available for examination). Bowen indicated she could provide information on this point at a future date.
    - c. a motion was made (McDermott, Holton 2<sup>nd</sup>) to table consideration of the articulation agreement until further info about equivalencies was provided. Passed unanimously.
    - d. Cross raised the possibility of inviting the equivalency decision-maker to a future meeting to explain the process.
5. Revisions to Biology 108: Honors: Concepts in Biology. See Below\*.

6. Revisions to Interdisciplinary Honors Courses 175 (Honors: Seminar), 271 (Honors: Culture Connection I), 272 (Honors: Culture Connection II) and 475 (Honors: Senior Seminar). See Below\*.

7. Revisions to Psychology 104: Honors: General Psychology and Psychology 302: Honors: Abnormal Psychology. See Below\*.

8. Revisions to Geology 104: Honors: Geology. See Below\*.

\*Items 5-8 A motion to group these items (Mode, Holton 2<sup>nd</sup>) was made and all revisions passed with a unanimous vote.

9. Goldwater Scholarship.

a. Cross stressed the need for increased attention to nominations of deserving UW Oshkosh student for the scholarship. Information was provided about eligibility, the nomination process and the importance of well-crafted letters of support from faculty.

10. Minor-dropping for COEHS students.

a. Cross explained the link between changing DPI requirements and the subsequent lack of a need for some COEHS students to take a minor field of study in addition to their major. The potential impact on programs which have some courses where adequate enrollment depends on the (former) presence of these COEHS students was noted.

11. Recruitment Procedures.

a. Cross stressed the need for original signed documents (on letterhead if possible) for position applicants who are chosen from the pool to have on-campus interviews. Applicants should be made aware of the need for these in good time so as not to delay any hiring decisions. Email attachments should not be used.

12. Travel Reimbursement.

a. Documents for travel reimbursement (TERs) need to clearly designate how much of the requested amount is being supported by departmental funds (along with the appropriate departmental account numbers) and how much is to come from COLS. Costs of memberships are not reimbursable items.

13. Funding for students.

a. Students need to be informed of which forms are required for submission for reimbursement. These should include full title of the presentation on the form sent previously by Cross via email. Funding will be allocated on a first-requested-first served-basis. Maximum for any one student from COLS is \$250.00 and amount is dependent upon departmental match.

14. Faculty career development workshop on 10/5/06 from 1-4:30 (no room given).

a. chairs should encourage departmental members to attend

15. Announcements from Associate Dean Cross

a. Keep T & R 1:50 PM times open for meetings. Efforts will be made to have meetings on Tuesday with at least one week's notice for meeting dates.

16. There were no announcements from Chairs or guests.

17. Meeting was adjourned at 3:00 PM.