

Math/Science Division, College of Letters and Science
Minutes of meeting #5 Thursday, January 10th, 2007 Halsey Science Room

TO: Beatrice Holton, Biology & Microbiology
Colleen McDermott, Biology & Microbiology
Jonathan Gutow, Chemistry
Tom Naps, Computer Science
David Barnhill, Environmental Studies
Kazimierz Zaniewski, Geography
William Mode, Geology
Daniel Schmidt, Kinesiology & Health
KLD Gunawardena, Mathematics
John Strous, Medical Technology
Michael Briley, Physics & Astronomy
James Koch, Psychology

In Attendance: Barnhill, Cross, Gutow, Gunawardena, Holton, Koch, McDermott, Mode, Naps, Schmidt, Strous, Becker (for Zaniewski)

Excused: Briley

Guests: Beth Mueller and Lisa Danielson

The meeting was called to order at 1:50 PM

1. Motion (Holton, Gunawardena) to approve minutes of meeting #4 (November 27, 2007) *passed with a unanimous vote.*
2. Motion (Holton, Naps) to approve revision of CHEM 490; *passed with a unanimous vote.*
3. Motion (McDermott, Holton) to approve new course in Chemistry: CHEM 315: Advanced Biochemistry; *passed with a unanimous vote.*
4. Motion (Naps, Koch) to delete CHEM 305/505: Biochemistry II: Lecture; *passed with a unanimous vote.*
5. Motion (Mode, Schmidt) to revise emphases within Chemistry major: Biochemistry emphasis & Biomolecular Science emphasis; *passed with a unanimous vote.*
6. Motion (Schmidt, Gutow) to revise requirement in Mathematics minor; *passed with a unanimous vote.*
7. Koch provided information on the campus-wide LERT initiative and asked department chairpersons to provide access to this information to their department members and subsequently provide feedback from departments. Information on LERT, including relevant documents, is available at the following website:
www.uwosh.edu/projects/lert/lert.php
8. Division chairpersons discussed scheduling of Halsey Science lecture halls with Beth Mueller. Both Beth and the Chemistry department recognize the need to hold chemistry classes in Halsey as chemicals cannot legally be moved from Halsey to another building on campus and virtually all chemistry classes involve some type of chemical demonstration during a semester. Biology stated that they have had no problems with scheduling and are appreciative of the job that is being done. It was stressed that continued communication between departments, department program assistants/associates, and the scheduling office would help avoid future problems.
9. Discussion of Growth Agenda: a) departments should consider proposing collaborative growth agenda positions, especially in cases where each individual department may not be able to adequately justify a position for itself. b) growth agenda proposals must include space justifications/availability for any new position.

10. Criminal background checks are now required for all new hires. If a department is rehiring someone who worked for UW Oshkosh in the last twelve months, no criminal background check is required. The issue of background checks for graduate assistants and student workers is not yet resolved.
11. The new System rules on sick leave and colleague coverage are now in effect. If someone is ill and cannot teach class(es), s/he is required to report this absence as sick leave on her/his time card. Chairs need to ensure that the cards accurately represent time worked prior to signing.
12. The division will meet on January 16, 2008 at 1:30 in Halsey Science room 149 to discuss cost centers to recover expenses related to providing instrumentation and specialized software for external grants and contracts.
13. The division will hold its first meeting of the spring 2008 semester on February 12th at 1:50 in Halsey Science room 149.
14. The meeting was adjourned at 3:00 PM.