Math and Natural Sciences Department
MONTHLY MEETING AGENDA MINUTES
Friday, Sep. 6th (12noon-12:40pm), 346-101

Faculty Present –
HawCC: M. Bader, R. Brashear-Kaufers, L. Brezinsky, B. Laurich, J. Savage, P. Scheffler, O. Steele, F.-D. Uchima, B. Zazzi
UH Ctr. @ WH: T. Cravens, B. Day, C. Hoffman, J. Wilcox

A. Faculty Concerns –
   Biol 141/142 assessment agreement items appear to need more attention
   Announce/request faculty concerns prior to meeting

B. Committee Assignments –
   Curriculum: Denise (Bernhard in Spring ’14)
   Educational Policy: Jackie
   Faculty Policy: Roberta
   Faculty Senate Executive: Francis-Dean
   General Education Certification: Orlo

C. DPC Elections –
   candidates & voting dates: t.b.a.

D. E-mail practices – respectful consideration please...
   Limit # of e-mails, careful of “reply to all,” edit lengthy forwards (especially of
   nested replies/conversational threads), avoid weekend & holidays, etc.

E. Social media (FB, Twitter, Google+, etc.) – encourage faculty to experiment

F. Math & Natural Science web-pages – some old pages, need updates (chair will revise)

G. Housekeeping – Field trips / van requests / Campus Security Authority (CSA)
   SLO’s still needed for 36 M&NS courses
   Door cards (fall schedule) to office staff
   Sexual Harassment Training (certificate to Doris)
   Assessment handbook / Curriculum Central
   Spring Schedule of Classes (deadline is Friday, Sep.13)