
Meeting was called to order at 11:02 a.m.

1. **Approval of Minutes**
   Dr. Gebauer motioned to approve the minutes of September 22, 2009. Dr. Trigos seconded the motion. All present voted in favor to approve the minutes.

2. **Dean’s Remarks**
   Dean Blanco mentioned that the 2010-11 planning budget will be provided to the departments shortly. As the departments develop their course schedules, they should initially plan with tenured/tenure-track faculty only. Now, more than ever, external funding is important in preserving the viability of the school. Dean Blanco then distributed a memo from Benjamin F. Quillian, Executive Vice Chancellor and Chief Financial Officer, for review.

3. **Brief Announcements**
   **Added Role**
   In addition to being NSM Dean, Dr. Blanco will assume the role of Associate Provost for Grants and Resource Management & Planning. Dr. McBride questioned if the additional duties will leave the school short-changed in supervision. Dr. Blanco replied that he has currently been working with the other schools and he will be an administrator-in-charge for Grants, Research, and Sponsored Programs.

   **NIH Grant**
   Dean Blanco stated that he spoke with the Deputy Director and was informed that the grant proposal will not be awarded.

   **CSU Science Deans Meeting**
   Drs. Blanco and Kemnitz will attend the CSU Science Deans Meeting later this week. The reaction to the budget has varied from campus to campus. Some deans are proposing a steep increase in student fees.

4. **Budget**

5. **Curriculum**
   Dr. Gebauer presented the Chemistry Curriculum Adjustment (see handout). While the department can present a multitude of scenarios, he narrowed it to two. Dr. Trigos inquired if the plans were based on the offering of two labs per week. Dr. Gebauer replied that many are dropped to one lab per week. With model 1, the department would lose accreditation with ACS and would “bottleneck” other programs. Drs. Thomas and Trigos asserted that model 1 would not be the image or the type of graduates the university should want to produce.

   Dean Blanco stated that the campus needs to make cuts in areas that are not doing well. Our school needs to look at what cuts we can make and still remain viable. He questioned if a grid should be produced with the department chairs voting on changes. He further asked if the department chairs would be willing to share

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with the rest of the university their changes and cuts so that we can ask what they are doing to meet the budget and FTES targets.

6. **Associate Dean’s Report**
   Dr. Kemnitz presented the NSM Unrebenched figures and Institutional Research, Planning & Assessment’s FTE by Instructor (Rebenched) report. In order to capture FTES while faculty is waiting to be added to PeopleSoft (PS), NSM Administrative Coordinators have been asked to temporarily enter the name of the department chair. The information looks as if the school will achieve the annual target or will be .5% below. Dr. Kemnitz will electronically distribute the information used to compile his figures. Dr. Thomas is concerned that departments, such as Computer Science, are being penalized for voluntary overloads as their FTEF is factored too high. Dr. Kemnitz responded by stating that the administrative assistants can adjust the workloads in PS to reflect unpaid overloads.

7. **Chairs’ Report**
   None.

8. **Old Business**
   None.

9. **New Business**
   Academic Realignment
   Tabled.

10. **Adjournment**
    Meeting was adjourned at 12:33 p.m. Next scheduled meeting will be October 13, 2009, 11:00 a.m. – 12:30 p.m. in Science III Conference Room.

Meeting notes respectfully submitted,

Laura Ann Bishop

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