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

1. Approval of Minutes
   Dr. Gebauer motioned to approve minutes of 11/17/09 as presented; Dr. McBride seconded the motion. All in attendance voted to approve the minutes.

2. Dean’s Remarks
   Mathematics’ Transfer Request
   Mathematics has submitted a request to President Mitchell and Provost Coley, copying Dean Blanco, requesting to be transferred to the School of Arts and Humanities. A brief rationale accompanied their request. Dean Blanco recognizes the request is a result of budget reductions, but believes they are an integral part of NSM. President Mitchell is planning to meet with Mathematics to discuss their request.

   Engineering Effort
   Approximately 15,000 individuals consisting of high school, Bakersfield College, and CSUB students, as well as engineering industry leaders are being surveyed regarding potential engineering (particularly computer engineering) program offerings at CSUB. An outside agency is conducting the survey and the report is forthcoming. Other programs such as Communications and Art will be asked to participate as they may have interest in expanding to digital media.

   Personnel Change
   Dr. Mustafah Dhada is no longer serving as the AVP of Academic Program, instead he will be a faculty member in the History department. Dr. Kemnitz has been appointed as an interim to replace Dr. Dhada while the search is conducted. The Academic Senate would like the search to commence immediately and would like the position filled by January, 2011. Dean Blanco will recommend the appointment of an interim Associate Dean in the near future.

3. Brief Announcements
   Final Exams
   The memorandum from the Academic Senate (see Finals Schedule for Winter 2010, Spring 2010) was distributed and the chairs were reminded that faculty is to submit the information regarding their final exams to Academic Scheduling by January 15, 2010.

   Construction Update
   Both the CCRAA-HSI and bond measure funded construction projects are nearing completion. Once the projects have been completed, Dean Blanco will endeavor to arrange a tour of the facilities.

   TT Hiring Update
The Chemistry department has chosen a candidate to start in Fall ’10. Biology has a search that is underway. Nursing also needs to fill a position that will serve the National Children’s Study.

Tutors for Science & Math
While funding for OASIS through Title V has decreased significantly, new tutoring for Science will be available on the fourth floor of Science I as a way to create a new hub for these majors. Dr. Charles Lam has agreed to coordinate the math and science tutoring efforts.

Ethics Requirement for NSF & NIH
New NSF & NIH guidelines forthcoming will require institutions apply for grants to certify that they have an ethics program in place as part of the submission process. Individuals, such as PIs, will need to complete the training post-award. There is an organization, CITI, that has online training and certification. The CSU is currently negotiating for a blanket rate.

Student Travel
A flyer for student researchers’ travel support from GRaSP was distributed. The deadline to file is January 28, 2010.

Engineering Day
The Department of Geology will be hosting an Engineering Day on February 18, 2010 (see flyer). It attracts about 500 select high school students. Any program that would like to have a facility highlighted should make arrangements with Dr. Baron. Involvement can include providing a speaker for short intervals throughout the day, staffing a display table, or guiding tours.

Library Journal Cuts
The Campus Fees for ECC Scholarly Journals Collections: 2008/09 Fiscal Year spreadsheet was distributed. CSUB is proposing to eliminate some online journals. Dr. Gebauer said that the American Chemical Society is required for the Chemistry program’s accreditation. It was suggested that in the future the CSU bargain for group rates as some campuses pay higher download fees than others. No decision was reached for the immediate action.

4. Budget
None.

5. Curriculum
None.

6. Associate Dean’s Report
FTES – Fall & Winter Qtrs (Handout)
Dr. Kemnitz provided updated information on FTES for Fall 2009 & Winter 2010 quarters (see NSM Dept. FTES and FTE By Instructor (Rebenched) handouts). It should be noted that FTES are calculated by the primary assignment by faculty member. Dr. Negrini, for example, is teaching a Physics course, but his primary assignment is Geology so the FTES are credited to Geology.

7. Chairs’ Report
None.

Approved 01/26/10
8. **Old Business**
   None.

9. **New Business**
   **Meeting Schedule**
   Dr. Trigos is teaching a course (voluntary overload) this quarter that coincides with the time in which the NSM Admin. Council meets. He had suggested that perhaps Dr. Thomas could represent Mathematics in addition to Computer Science; however Dr. Thomas declined. Dean Blanco feels strongly that math must be represented at the Council and asked the chairs to submit their Winter ’10 schedules to Ms. Bishop so that an alternate time/day could be explored.

   **Physical Science Computer Lab**
   The former computer lab in Science II, room 176 is being discussed as for use. The CCRAA-HSI grant was able to purchase equipment carts and sixteen laptop computers for Physics (two students per laptop and one for the instructor). The affected disciplines need to work together to best determine the needs and functioning.

10. **Adjournment**
    Meeting was adjourned at 12:48 p.m. Next scheduled meeting will be January 19, 2010, 11:00 – 12:30 p.m., Science III Conference Room.

Meeting notes respectfully submitted,

Laura Ann Bishop