

**MNHS Division  
Meeting Minutes - May 7, 2008**

Day, Time, Place: Wednesday, May 7, 8:00 to 9:00 a.m.  
 Members Present: David Boyajian, Denise Rudy, Patty Deen, Ralph Ferges, Jay Wiestling, Judy Eckhart, Takashi Nakajima  
 Guests: Steve Spear  
 Recorder: Debra McBrayer

Topic	Information/Discussion	Action/Response
<b>Call to Order</b>		
<b>Approval of Minutes</b>		
<b>Item</b>		
A. Block Grant links to IRPs	<ul style="list-style-type: none"> <li>Block Grant equipment lists need to be submitted along with a copy of the IRP showing how the equipment meets the department goals and objectives. Chemistry needs a couple more carts; Math needs updated data projectors and computers that can run them (USB compatible); Earth, Space and Aviation Sciences needs a portable computer lab. They are supposed to receive the older laptops from Academic Technology. Dental and Physics/Engineering have already submitted requests.</li> </ul>	Submit requests with rational.
B. PeopleSoft Upgrade. Grade Submission Deadline	<ul style="list-style-type: none"> <li>Chairs were asked to remind their instructors that the PeopleSoft 8 upgrade will occur on May 30 at 1 p.m. E-Services will be shutdown for a week. Since the upgrade will result in a different look, it is even more important that spring semester grades be entered prior to May 30.</li> </ul>	Remind faculty to get grades in in preparation for PeopleSoft shutdown and upgrade.
C. Failing Grades	<ul style="list-style-type: none"> <li>According to Title V, students can't be expelled for a single cheating incident. They can fail an assignment and can be dismissed from class for a couple sessions. They can/should be reported to Student Affairs. There will be an appeal process developed and the board policy re-worked. Conversation will continue in the fall. Nursing has safety issues with clinicals and will fail a person out of the program but not out of the college. Plagiarism was also mentioned.</li> </ul>	Be thinking about the issue so when it resurfaces in the Fall, immediate input can be forthcoming.
D. Pick-a-Prof.com	<ul style="list-style-type: none"> <li>There are several websites that rate instructors. Under the Freedom of Information Act, Pick-A-Prof.com won a court case requiring colleges to provide grade distribution information for instructors. The lists will be paid for by the website and viewable by prospective students. Providing instructor name, course, and grade distribution to the company can no longer be put off. Some instructors think they have to grade high in order to keep their jobs. They believe low grades indicate they are not a good instructor. Chairs said if Pick-A-Prof is going to be given the grade distribution information, they should be given it as well for their departments. Another chair questioned the ability for instructors to have academic freedom since it is their grading policy. It is a Faculty Senate issue. It will have to be dealt with.</li> </ul>	
E. Harassment training	<ul style="list-style-type: none"> <li>Not all have completed the required Harassment Training and need to do so. Those that had completed it complained. Some had to take it twice. It didn't allow for a quick run through and took up to two hours. Some balked that the training was going to be mandatory every year. They would prefer alternative training that could be done during plenary.</li> </ul>	Complete the training.
F. Deadline for POs	<ul style="list-style-type: none"> <li>The deadline for submitted FY 2008 purchase requisitions is May 15.</li> </ul>	Deadline next week.
G. Accreditation	<ul style="list-style-type: none"> <li>Accreditation progress was reported. Reading circles are still meeting to review drafts. If there is a lack of participation, we are likely to get cited. Request or print out drafts, mark in red, and send with your name to Glynda Knighten. They are needed before the end of the semester.</li> </ul>	Participate in accreditation reading circles.
H Other	<ul style="list-style-type: none"> <li>Whiteboards are not erasing. They are cleaned each night yet still hard to clean after the first class each morning. It was recommended that the erasers be washed and dried in water.</li> </ul>	
<b>Adjournment</b>	<ul style="list-style-type: none"> <li>Meeting adjourned at 9:00 a.m.</li> </ul>	

**Next meeting: TBD**