

**MNHS Division  
Meeting Minutes - September 26, 2007**

Day, Time, Place: Wednesday, September 26, 8:00 to 9:00 a.m.  
 Members Present: David Boyajian, Patty Deen, Ralph Ferges, Jay Wiestling, Judy Eckhart, Takashi Nakajima  
 Members Absent: Denise Rudy  
 Recorder: Debra McBrayer

Topic	Information/Discussion	Action/Response
<b>Call to Order</b>		
<b>Approval of Minutes</b>		
<b>Item</b>		
A. Update on Sara	<ul style="list-style-type: none"> <li>• Sara is not improving. She is not expected to return.</li> </ul>	
B. Curricunet	<ul style="list-style-type: none"> <li>• As curriculum goes through review this fall, examine and update Critical Thinking components and reading lists. Chemistry is waiting until Chem. 104 is officially approved before adding it to course prerequisites. Curricunet automatically sends out reminders about courses requiring review.</li> </ul>	Review curriculum.
C. Growth	<ul style="list-style-type: none"> <li>• Growth is up 3%. Would like to add more math sections if funding is found. There is still time to advertise for spring and summer classes.</li> </ul>	Encourage growth.
D. S Building Remodel	<ul style="list-style-type: none"> <li>• After inspecting the S-Building and finding too much termite damage, it will be torn down rather than remodeled. The new Health Sciences Building will be built in the same footprint of the current building. It will be built in coordination with the MIB Building. Demolition is expected in summer 2008.</li> </ul>	
E. Budget Changes	<ul style="list-style-type: none"> <li>• Unrestricted instructional supply funds are being replaced with lottery funds. Since lottery fund have more strings attached, this will limit the amount of unrestricted funds available to departments to move around for mileage, printing, and maintenance agreements. Budgets will have to be closely monitored.</li> </ul>	Pay attention to budgets and budget strings.
F. Division Meeting Schedule	<ul style="list-style-type: none"> <li>• The third Wednesday of the month at 8 a.m. will tentatively be the meeting time for the MNHS Division. Extra meetings will be scheduled if needed and cancelled if not needed. It is advisable to keep the 8 a.m. Wednesday timeframe blocked just in case.</li> </ul>	Block 8 a.m. Wednesday on calendars for future meetings.
G. NS Building Concerns	<ul style="list-style-type: none"> <li>• A switch box needs to be replaced in the Physio lab. Data projectors are being left on. Dry-erase markers are disappearing from classrooms. Shelving is needed for the lobby. Maps need to be hung on walls. Whiteboard don't erase well. Students are eating and drinking in the labs. Lecture Hall back doors are being propped open and messing up air pressure distribution in the building. Students are putting up unauthorized flyers that should be taken down immediately when noticed.</li> </ul>	Turn off projectors, don't leave markers in classrooms, don't prop open doors, don't allow eating and drinking in the building, remove flyers.
H Other	<ul style="list-style-type: none"> <li>• Earth, Space, and Aviation have numerous events planned for the year that will be open to the public: Earth Sciences Week, GIS Lab Open House, Movie Friday, Planetarium shows, and GeoCashe adventures. They also have the recently installed "Active Earth" kiosk set up in the NS Building lobby for student/staff/guest Interaction.</li> </ul>	Attend if possible.
<b>Adjournment</b>	<ul style="list-style-type: none"> <li>• Meeting adjourned at 9:00 a.m.</li> </ul>	

**Next meeting: October 17, 2007**