

**Council of Department Chairs  
College of the Sciences, Central Washington University  
Regular Meeting, February 3, 2005  
10:30 a.m., Science 301**

**Attending:**

Barlow, Kathleen - Anthropology  
Boersma, Stuart F. - Mathematics  
Brown, James R. Jr. - Political Science  
Darda, David - Biology  
Ely, Lisa L. - Geology  
Johnson, Kirk A. - Sociology  
Lillquist, Karl D. - Geography

Miller, M. Meghan, Dean  
Palmquist, Bruce - Physics/Science Education  
Quitadamo, Ian – Science Education  
Schwing, James L. - Computer Science  
Street, Warren - Psychology  
Thomas, Carin- Associate Dean and Chair, Chemistry  
Tolin, Phil – Associate Dean and Chair, Law and Justice

**Approval of Notes from January 13, 2005:**

The notes from the January 13, 2005, meeting were approved for distribution.

**Department Reports:**

**Anthropology**

- Kathleen Barlow has had an article published in the December 2004 issues of Ethos: Journal of the Society for Psychological Anthropology 32(4) "Critiquing the 'Good Enough' Mother: A perspective Based on the Murik of Papua New Guinea."
- The Health Career Resources Task Force is coming to fruition.

**Biology**

- Lixing Sun has coauthored two new papers, one in the Canadian Journal of Zoology and the other in Folia Zoologica. The research work for both was done in China.
- Progress is being made on two faculty searches:
- Animal Physiologist - After department level review of the 12 strongest files, a short-list of five candidates remains. We hope to be able to extend invitations for on-campus interviews to probably three candidates by sometime next week.
- Molecular Developmental Biologist - The screening date has passed. The pool is limited in numbers. Discussion of how to proceed will take place at the next faculty meeting.
- The Biology Club raised over \$200 to be donated to the American Red Cross for tsunami relief.

**Chemistry**

- Candidates are currently going through the interview process for the physical/analytical chemistry position. Safety policy and procedures have been developed for addressing epilepsy in chemistry labs.

**Computer Science**

- The Computer Science peer review visit was successfully concluded in the last week of January.
- Boris Kovalerchuk made presentations last week at two conferences: ImageFusion 2005 and Transforming Medical Imaging 2005.
- Art Harper (CS undergraduate) will make a presentation this spring at the American Society for Photogrammetry & Remote Sensing - Imaging & Geospatial Information Society Conference 2005.

**Geography and Land Studies**

- Karl Lillquist reported that the Geography Department was in the process of cutting four good candidates to three to invite to campus for interviews.

**Geological Sciences**

- Lisa reported that the search for two engineering technicians (shared equally with Biological Sciences and Chemistry) was going well, and the tenure-track earth science/science education search was currently in the campus interview stage. Geological Sciences graduate student, Brian Gray was awarded a competitive National Science Foundation, East-Asia Fellowship. This fellowship will help defray the

costs of research in Taiwan. The NSF-EAPSI program funds science and engineering students. The program funds mostly Ph.D. students and supports perhaps 1 - 2 Earth Scientists. Brian will go to Washington D.C. for the program orientation for a few days given by representatives from the National Science Foundation and Department of State.

### **Mathematics**

- Stuart Boersma reported that the math tenure-track search was going well. They had three candidates to invite to campus for interviews. Stuart Boersma is advising a team in the Mathematical Competition in Modeling February 12 and 13. The CWU team will compete with roughly 700 others from across the world. Last year they did very well.

### **Physics**

- Bruce Palmquist reported that the Physics Department reviewer was currently on campus so the department review process is almost complete.

### **Political Science**

- Jim Brown reported that Bang-Soon Yoon was in Beijing and that Rex Wirth was in Las Vegas with four or five students to present papers at the National Social Sciences.

### **Psychology**

- The school psychology position on-campus interviews have been scheduled.
- Megan Matheson had an article accepted for publication: Matheson, M.D., Fragaszy, D. M., & Johnson-Pynn, J.S. (in press), "Response to Novel Housing in Two Groups of Captive Tufted Capuchin Monkeys (*Cebus apella*)."
- Primates.
- Warren Street has resigned from the chair position effective the end of summer session and is looking forward to rejoining his teaching and scholarly colleagues.

### **One Book, One Campus Project**

- Bob Hickey will represent COTS on this committee.

### **Building Occupant Committees**

- Meghan suggested that COTS departments affiliated with building occupant committees post the membership on the web. This is particularly helpful for Facilities Management when planning projects.

### **College-Level Faculty Day – March 14 – P.M. Only**

- Agenda: (1) projects that cut across units and (2) strategic plan. The chairs suggested several programs that fall in this category: Science Engineering and Technology Program (STEP), Resource Management (REM), Science Honors, Interdisciplinary Life Applications Project (ILAP); Parents as Teachers, Child Development Center, Health Career Education Resources (HCER).

### **Celebration of Life**

- Meghan reminded the chairs that there would be a celebration of the life of Walt Kaminski Friday, February 4, 4:30 p.m., Second Floor of Hogue

### **State Budget**

- Meghan cautioned the chairs not to expect a budget from the new Governor until late February at earliest. There was brief discussion about the impact this would have on releasing contracts for non-tenure-track faculty.

### **Olympia Action Items**

- Meghan noted that Presidents' Day is Faculty Day in Olympia. Faculty who wish to participate can contact Jim Huckabay or Toni Culjak. Meghan said she would entertain something at the college level if there anyone expresses interest.

### **State Budget**

- Meghan cautioned the chairs not to expect a budget from the new Governor until late February at earliest.

### **Research Conference in Olympia March 24-25**

- If faculty members have suggestions about presenting research projects in reference to other projects they should send suggestions to Wayne Quirk, Associate Vice President for Undergraduate Studies, Research, and Continuing Education with a copy to Meghan.

### **Reporting Bias Motivated Incidents**

- Meghan circulated a new response plan for bias motivated incidents. Under the plan, faculty should report bias motivated classroom incidents to Keith Champagne, Assistant Vice President for Student Affairs. Also, if students reveal incidents to faculty in which they have been singled out because of race, religion, or sexual orientation, they should be encouraged to report the incidents to Keith.

### **Resource Management Leadership**

- Meghan announced that the Resource Management Program needs a codirector from the Resource Management faculty as defined in the program charter. This would include full-time faculty regardless of tenure-track status.

### **COTS Website**

- Carin Thomas reported that she is currently in the process of revamping the COTS website to add more content. One improvement would be to create links to lecture series open to the public. Carin would welcome suggestions for reorganization. She'll see if the draft site can be reviewed by chairs.

### **Department Meeting Minutes**

- Meghan said it had come to her attention that department meeting minutes should be kept on file in the deans' office and asked that such minutes be routinely sent to the dean.

### **Fee Requests**

- Fee requests are due in the Dean's Office Monday, March 7. Provisions can be made for variable fees, but the new rate must be reported to Patti Minshull, Office Assistant Lead in the Registrar's Office, with a copy to Sheryl Grunden, Associate Registrar. Meghan updated the chairs on status of some fee requests.

### **Scholarship Opportunities for Academic Research (SOAR)**

- Funding has been identified to support the grant writing efforts of about 8 people per year. The program has enough funds to replace 5 contact hours for each award. Applications will be accepted twice a year (early spring for summer or fall; early fall for winter or spring).

### **Summer Research Grants**

- Phil Tolin asked for nominations of faculty to review applications for COTS summer research stipends.

### **Undergraduate Research Grants**

- Carin noted that a call for COTS Undergraduate Research Grant proposals had been issued the previous week and asked the chairs to announce at their next department meeting that applications are due in the Dean's office February 18.

### **Add Sections of High Demand Courses for Spring Quarter**

- The chairs were asked to respond to a request to add sections of high demand general education courses to the spring offerings. Phil Tolin distributed a report comparing demand for major courses this year to last year.

### **HR 2005 Position Descriptions**

- The chairs discussed the process for submitting updated position descriptions for civil service personnel who provide office support. It was pointed out to the dean that this had been discussed by ADCO, but ADCO didn't endorse a formal written proposal on this process.

### **High Need (Employers)**

- New or revised programs are being encouraged for high need employers. Examples would be vintners or employers in the health industry. The chairs would like a list of such programs. The budgets should be built to cover the explicit cost of instruction crossing department lines. The chairs are to advise the dean if they have any plans in this area.