

EARTH SCIENCES DEPARTMENT MEETING
June 4, 2009.

Attendees: Joe Holliday, Lynn Fielding, Jim Noyes, Chuck Herzig, Gary Booher, Jean Shankweiler, Sim Yoe and Matt Ebner.

Minutes were taken by Lynn Fielding.

1. Department meeting days next year: Discussion of alternating Tuesday and Thursdays for Earth Sciences department meeting. Dates will be proposed and selected on Flex Day August 27, 2009.

2. Update—kiosk and display cases for hallway: Chuck Herzig will investigate the Kiosk and Joe Herzig will check the prices on the display cases for the hallway they will send this information to Jean Shankweiler.

3. Advertising Fall 2009 classes: Lab classes have been promoted for Fall 2009. Fliers for Geology 2 and Geology 4 have been posted on campus. Jean would like to know when items are being posted.

4. Updating lab manuals this summer; Chuck will update the Geology lab manual and requests changes by the end of July. Jim will update the Oceanography lab manual but needs suggestions by the end of July. Jim will investigate the option of having the manual available in bound or 3 ring binder type formats.

5. Spring 2010 schedule: Mariam is inputting the information concerning the Spring 2010 schedule. It should be available either tomorrow (Friday, June 5) or (Monday, June 8). Jean ask that instructors check it for errors.

6. SLO's: The department thanked Jim Noyes for his work on the SLO's.

7. Other:

Equipment priority list - Jean mentioned that microscopes will be placed on the priority list since it is an item in Plan builder for the Earth Science department. Chuck has put a new list of items in the program review.

Supply Budget: - Jean mentioned that the supply budget will most likely be decreased next year.

Meeting adjourned at 2:55pm