

**IMPERIAL VALLEY COLLEGE**  
**Science, Mathematics, and Engineering Division**  
**Minutes**  
**May 28, 2009**  
**Room 410**

**CALL TO ORDER**

The meeting was called to order at 4:50 p.m.

**FULL TIME MEMBERS PRESENT**

S. Alvarado, D. Carnes, R. Castrapel, A. Chien, A. Cozzani, S. David, J. Fisher, D. Gilison, O. Hernandez, J. Higginson, R. Lavery, E. Lehtonen, A. Leon, K. Marty, T. Morrell, B. Nilson, A. Orensztein, P. Pauley, M. Shokoufi, A. Voldman, S. Zobell, and L. Zhao, Chair.

**FULL TIME MEMBERS ABSENT**

S. Moss (excused) and B. Riehle (excused)

**ADJUNCT MEMBERS PRESENT**

None

**STAFF PRESENT**

C. Cortés-Ramirez, O. Duarte, N. Everly, A. Galeana, and R. Marin

**STAFF ABSENT**

M. Reyes

**COUNSELING LIAISONS**

K. Gomez

**GUESTS**

N. Hughes, J. Pendley, and H. Richwine

**APPROVAL OF MINUTES**

The minutes for March 10, 2009; March 19, 2009; and April 30, 2009 were approved unanimously, as presented, (MSC-A. Leon/B. Nilson).

**DIVISION MATTERS**

*Communications:* L. Zhao had the following communications to report:

*SLO Deadline; Data Collection and Evaluation; ID and Assessment Tool:* L. Zhao announced that the SLO deadline checklists were sent out by e-mail (hard copy also included in the agenda packet). Those names that appear in red are those that still have materials due. Those names that appear in blue indicate that they have submitted their second batch of the SLO ID's and the Assessment Evaluation Data will be due by the end of June. She asked that materials be turned in before they leave for the summer break.

*Division Level SLO Forms:* D. Gilison reported that the SLO Committee is requesting assistance in completing and providing feedback for improvement on the Program Outcomes and Course Alignment Matrix. He asked for volunteers to complete the forms on the Life Science Associates Degree and the Physical Science Degree. He went over the instructions on completing the forms. He asked that the completed forms be e-mailed to him directly.

*Offices:* L. Zhao announced that with the retirement of our 3 Division Members, their offices will become vacant. She asked that if anyone was interested in moving into any of those offices, that the moves will be done based on seniority. She asked that those wishing to move to remember that we will be moving into the new building within 6 months to a year.



P. Pauley stated everything has been done in accordance to Federal, State, and County regulations. He added that no herbicide or insecticide has been flown within the last 3 months. The only time that anything is flown is between the hours of 12:00 p.m. on Saturdays and 6:00 p.m. on Sundays. No students are around during that time. R. Lavery added that the Academic Senate did not take any action on that issue – it was passed on to the Environmental Health and Safety Committee.

### **OTHER**

*Math Festival T-Shirts:* R. Castrapel announced that those who will be participating in the Math Festival and ordered a T-Shirt can pick them up in the Division Office.

*Tributes to the Departing Division Members:* L. Zhao opened the floor to give tributes to our departing retirees: S. Zobell, A. Orensztin, and D. Carnes. Tributes and Thank You acknowledgements also went out to our full time temporary faculty: S. Alvarado and A. Cozzani. L. Zhao also acknowledged those retirees in attendance: N. Hughes, J. Pendley, and H. Richwine.

*Farewell Party:* L. Zhao announced that the party starts once the meeting was adjourned and she wished those present enjoy the farewell party.

*Cards:* C. Cortés-Ramirez announced that the cards for the Departing Division Members were on the rolling cart. She asked everyone present to take the time to sign those before they left.

### **ADJOURNMENT**

The meeting was adjourned at 5:45 p.m.

cc: E. Gould, Superintendent/President  
K. Berry, Vice President for Academic Services

*Approved on August 21, 2009  
Recorder: Carol Cortés-Ramirez*