

**IMPERIAL VALLEY COLLEGE**  
**Science, Mathematics, and Engineering Division**

**Science Approved Special Department**  
**Minutes**  
**November 23, 2010**

**CALL TO ORDER**

The meeting was called to order at 3:35 p.m.

**DEPARTMENT MEMBERS PRESENT**

E. Chang, A. Chien, S. David, J. Fisher, D. Gilison, J. Higginson, K. Marty, S. Moss

**DEPARTMENT MEMBERS ABSENT**

A. Cozzani (AA), R. Lavery (AA), T. Morrell (AA), P. Pauley, N. Everly (AA),

**STAFF PRESENT**

O. Duarte, B. Gonzalez

**COUNSELING LIAISON**

None

**GUESTS**

L. Zhao, J. Sanders, T. Ruhl, R. Marin

**APPROVAL OF MINUTES**

None

**DEPARTMENT MATTERS**

*A. Science CD's in Math Lab:* D. Gilison thanked Taylor Ruhl and Rosalio Marin for attending meeting to discuss Science CD's in the math lab. T. Ruhl stated that there have been no changes to policy and science students are welcomed in the math lab just like they always have been. R. Marin stated that it has been business as usual and students continue to borrow CD's inside the lab. There's also an interest in getting copies of CD's. R. Marin explained that they cannot make copies due to copyright protection. The following was discussed:

- Desk computers should be used instead of PC's. This would prevent the illegal installation of CD's. (*L. Zhao*)
- There are two computers in the math lab that have software installed and can be used by students. (*R. Marin*)
- Currently there are two CD's per title.
- If you have questions about support for your laptop for instructional purposes you can call Instructional Technology (Wayne or Jesus). (*T. Ruhl*)
- Students who need to work on lec or lab can use math lab. Original intent of the math lab was so students can go there to review. (*L. Zhao*)
- CD's in the math lab do not affect science students because there are also tons of copies in the science dept. (*L. Zhao*)

*B. Active Earth Day Display and Periodic Tables:* J. Sanders reported that he received the information to order the periodic tables and now he needs to know where to put them. He talked about taking and mounting tables on 4x8 marker board. He mentioned that they also have smaller magnetic ones that can be put on and off. Dr. David would like one mounted and one magnetic. Dr. Fisher wants the magnetic one. J. Sanders will order 2 magnetic and one to mount. He will submit recommendation to order and they should take a couple weeks to get here. Periodic tables were part of the original request so they are covered under Measure L. D. Gilison will set up meeting with J. Sanders and K. Marty to discuss Active Earth Day Display. D. Gilison also asked if Earth Display was going to be paid with Measure L. funds. L. Zhao asked if the equipment had already been purchased. J. Sanders stated that they only have the seismometer. They still need \$17,000 touch screen with software. L. Zhao asked "what other equipment is needed and where is the funding coming from"? J. Sanders said that the location is already worked out and there's a proposal for the touch screen.

*C. Ventilation System Training:* Training was given by J. Sanders and it started right after special department meeting.

**OTHER**

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**ADJOURNMENT**

The meeting was adjourned at 3:56 p.m.

cc: L. Zhao, Dean SME  
E. Gould, Superintendent/President  
K. Berry, Vice President for Academic Services

*Approved on March 15, 2011  
Recorder: Ofelia Duarte*