



IMPERIAL VALLEY COLLEGE
Science Department
Monday, September 21, 2015 12:50 p.m.
Room #2727

Mission: The mission of Imperial Valley College is to foster excellence in education that challenges students of every background to develop their intellect, character, and abilities; to assist students in achieving their educational and career goals; and to be responsive to the greater community

Minutes

Members in attendance:

- | | |
|----------------------------------------------------|--------------------------------------------------------------------|
| <input type="checkbox"/> Alto Benedicto | <input checked="" type="checkbox"/> Thomas Morrell |
| <input checked="" type="checkbox"/> Eddie Chang | <input checked="" type="checkbox"/> Susan Moss |
| <input type="checkbox"/> Andrew Chien | <input checked="" type="checkbox"/> Ashok Nainpally, Dean |
| <input checked="" type="checkbox"/> Alex Cozzani | <input checked="" type="checkbox"/> Jia Sun |
| <input type="checkbox"/> Samuel David | <input checked="" type="checkbox"/> Jim Pendley |
| <input type="checkbox"/> Jim Fisher | <input checked="" type="checkbox"/> Nan Everly |
| <input checked="" type="checkbox"/> Daniel Gilison | <input type="checkbox"/> Grace Espinoza |
| <input checked="" type="checkbox"/> Russell Lavery | <input checked="" type="checkbox"/> Said Cañez, Counseling Liaison |
| <input checked="" type="checkbox"/> Behrang Madani | |
| <input checked="" type="checkbox"/> Kevin Marty | |

Guests:

Recorder: Ofelia Duarte

- A. Call to Order by Daniel Gilison, SME Department Chair @ 12:57 p.m.
- B. Review and Approval of Minutes of May 19, 2015 were approved unanimously. M/S/C T.Morrell/J. Pendley
- C. **New Discussion**
 - a. **2016-2017 Schedules- D. Gilison**
 - ✓ D. Gilison has been working and reviewing this semester's schedule.
 - ✓ F'15 schedule was copied over to F'16 schedule. Sent out email requesting changes that need to be made if any.
 - ✓ Schedule is due to instruction office on September 28th.
 - ✓ Will start working on winter, spring, summer of next year once he gets the go ahead from instruction. Will be asking for feedback.
 - b. **SLO and PLO Numbers and Assessments – D. Gilison**
 - ✓ D. Gilison reported that per the SLO committee we don't need to have one SLO per unit per class. So a five (5) unit class doesn't need 5 SLOs only 3. So it

makes sense to reduce our SLOs to three (3) for all classes. This also applies to PLOs.

- ✓ He asked the leads to review the classes and look at the SLOs and try to reduce to 3.
- ✓ D. Gilison stated that SLO changes don't need department approval. Curriculum committee approves the changes. Curriculum committee does not review the actual content only makes sure that we actually have the right number of SLOs for the class.

c. Life Science, General Science, Physical Science Program Reviews - D. Gilison

- ✓ Schedules, SLOs and program reviews are due end of September.
- ✓ Sent out email earlier with program reviews that were submitted last year. He wants to focus on updating the future goals for the programs. Asked faculty to review last year's program reviews. Look at future goals (3) at end of program review and provide feedback.
- ✓ D. Gilison reported that SME as a whole is the #1 department for FTEs on campus.

d. Biology ADT - D. Gilison

- ✓ D. Gilison sent an email to FT Biol faculty with Biol ADT degree and some course descriptors for some of the classes involved.
- ✓ Per Dr. Ash's recommendation D. Gilison will have a meeting with FT Biol faculty to discuss ADT and get feedback in order to get it up and running.
- ✓ D. Gilison does not see a problem having it done by end of this semester.
- ✓ Would like to approve this as a department by our November department meeting so it can get to the curriculum committee before the December meeting.

e. CyberEd Program Use - N. Everly

- ✓ D. Gilison reported that the Cyber Ed program is old and out of dated.
- ✓ N. Everly stated that the program is going to be pulled and faculty need to pick new program. New program needs to go through IT to make sure that it's compatible with our computers.
- ✓ N. Everly recommends adding this item to the program review.

f. Update Biol 100 Common Lab Schedule - N. Everly

- ✓ D. Gilison reported that the Bio 100 lab manual was updated to new editions. When changing to new edition the chapter numbers, section numbers usually change too.
- ✓ Lab section numbers and chapter numbers that we have in the lab tech room don't match up with our new version of the lab manual.
- ✓ When D. Gilison meets with Bio faculty for ADT he will also go over and update common lab schedule.

g. Employee Restroom on West End of 2700 - N. Everly

- ✓ D. Gilison stated that apparently someone using the restroom has been missing the toilet bowl and making a mess on the floor. So if you're using the restroom please be more careful.
- ✓ D. Gilison also mentioned that the two employee restrooms downstairs will eventually be converted to family restrooms.

D. Action Items

a.

E. Other

- ✓ R. Lavery announced that for the lunar eclipse on Sunday he will set up telescopes on the south side of the building. Everyone is invited. Bring your family.

F. Next Meeting

- ✓ November 16, 2015

G. Adjournment

- ✓ Chair Gilison adjourned the meeting at 1:40 pm.