



IMPERIAL VALLEY COLLEGE
Science Department
Monday, May 16, 2016 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:

- | | |
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| <input checked="" type="checkbox"/> Alto Benedicto | <input checked="" type="checkbox"/> Tom Morrell |
| <input checked="" type="checkbox"/> Eddie Chang | <input checked="" type="checkbox"/> Susan Moss |
| <input checked="" type="checkbox"/> Andrew Chien | <input type="checkbox"/> Ashok Nainpally, Dean - EXCUSED |
| <input type="checkbox"/> Alex Cozzani - EXCUSED | <input checked="" type="checkbox"/> Jia Sun |
| <input type="checkbox"/> Samuel David - EXCUSED | <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 @ 12:55 p.m.
- B.** Review and Approval of Minutes of April 18, 2016 were approved unanimously
M/S/C E. Chang/J. Pendley
- C. Action Items**
- a. Approval of Class Selection Procedure for Full-Time Faculty**
- ✓ Motion was made to approve class selection procedure for FT faculty as presented. We are currently selecting classes that do not follow contract criteria. Contract does say that we have a right to choose classes as agreed by all. Ballots were passed out and collected. Motion to keep selection the same as it's been done in the past was approved unanimously. M/S/C B. Madani/A. Benedicto

Approve procedure for class selection for FT Science faculty	YES <input type="checkbox"/>	NO <input type="checkbox"/>
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- ✓ 10 Yes and 0 No

b. Cadaver Policy Update

- ✓ Motion was made to approve cadaver policy update as presented. Motion was approved unanimously. M/S/C R. Lavery/E. Chang

c. Academic Senate Representative 2016-2017

- ✓ Jia Sun is the Academic Senate Representative.

D. Communications

a. Iclicker/REEF Update- D. Gilison

- ✓ J. Sun called Shaun regarding clicker re usage charges and has not heard back from him. Will bring item back in Fall.
- ✓ Right now J. Sun and B. Madani are the most interested in using Iclicker. If later other faculty are interested in using D. Gilison wants to make sure that whatever we end up purchasing the department agrees as whole to one system.

b. SLO/PLO Assessments- D. Gilison

- ✓ Included SLO checklist.
- ✓ If you are the lead for one of these classes where SLOs need to be assessed this semester please make sure you get this done.
- ✓ SLO deadline to submit is end of semester.
- ✓ Has not heard from SLO coordinator regarding PLO assessment. Sent SLO coordinator email as to what is needed for PLO assessments (forms, documentations). Has not heard back.
- ✓ Reminded faculty to make sure data is submitted in SPOL. Jill N. or Tina can assist with inputting SLOs.

c. Large Quota Designation for Classes - D. Gilison

- ✓ Contract states that if you have a class and you take 25% over quota you can get paid extra. This needs to be worked out in advance.
- ✓ CurricUNET no classes were ever designated as large quota.
- ✓ D. Gilison went into CurricUNET and went into all the science classes and designated all the non-lab classes as large quota.
- ✓ Lab class quotas are being increased to 30 next semester.
- ✓ To reduce cap size one needs to fill out documentation and present to curriculum committee.

E. Other

- ✓ **Retirement Party** - Tom Morrell's retirement potluck party will be Tuesday, June 07, 2016 during campus hour (12:50-1:50 pm) upstairs in the employee lounge. Please RSVP potluck item to Ofelia by end of month.
- ✓ **Academic Senate Fundraiser** - Friday May 20th is the Academic Senate Annual Fundraiser. Will be held in the 2700 building. Theme is Casino Night. Has extra tickets if interested in purchasing. Tickets are \$20.00 and monies collected go towards the Dennis Carnes scholarship fund.
- ✓ **Student Complaints** - Has received complaints from students who need tutoring. They are asked to apply and don't get called back.
- ✓ Any complaints or issues can be addressed to Dean Dave Zielinski. He is the administrator in charge of library and learning services.
- ✓ **Next Department Meeting will be in August. 1st Monday of semester.**

F. Next Meeting

✓ August, 2016

G. Adjournment

✓ Chair Gilison adjourned the meeting at 1:50 pm.