

IMPERIAL VALLEY COLLEGE
Science, Mathematics, and Engineering Division

Special Science Department
Minutes
October 8, 2009

CALL TO ORDER

The meeting was called to order at 6:00 p.m.

DEPARTMENT MEMBERS PRESENT

E. Chang, A. Chien, A. Cozzani, S. David, J. Fisher, D. Gilison, R. Lavery, K. Marty, T. Morrell, S. Moss, P. Pauley and L. Zhao, Chair.

DEPARTMENT MEMBERS ABSENT

J. Higginson (AA)

STAFF PRESENT

O. Duarte, N. Everly, and M. Reyes

COUNSELING LIAISON

GUESTS

J. Lau, T. Aguirre, J. Sanders

APPROVAL OF MINUTES

The minutes for September 17, 2009, were approved unanimously, with corrections- change Counseling Liaison L. Mazeroll to K. Gomez. (MSC- D. Gilison/J. Fisher).

DEPARTMENT MATTERS

A. New Equipment for Science Building - Lau

J. Lau conveyed his appreciation to all those who helped design the new building. He solicited faculty's help in modifying the original one million dollar equipment list that was submitted. Original budget for equipment and furniture was one million dollars. After purchasing furniture, there is approximately \$500,000 left in budget for equipment. He is asking faculty to take a second look at original request to see if it's possible to bring costs down. Orders need to be placed within the next two weeks. It takes approximately four weeks for vendors to deliver equipment.

L. Zhao will resend equipment list provided by faculty last year, and would like them to review and reduce quantity needed or item altogether. Deadline to submit revised list is next Thursday (10/15/09). She asked that faculty use the spreadsheet she's providing, since formulas are already included, and not to create new one.

L. Zhao requested a copier for the SME Division in the new building. J. Lau stated that he needs to determine urgency and then decide. T. Aguirre feels there is an urgent need at this time. She said that you cannot expect staff/faculty to walk ½ mile to reprographics to make copies. L. Zhao indicated that if faculty uses their printers it will cost the District more money on ink cartridges than purchasing a copier. J. Lau will get back to L. Zhao on this matter.

L. Zhao asked about the timelines and logistics of moving science labs (lab, prep room and storage area). Next time J. Lau meets with the Science Department he will address all elements of the move. He did say two separate companies will help with the move. One will be for Haz Waste. Move is scheduled for the middle of December. Furniture arrives December 1st and they will need two weeks to assemble.

L. Zhao needed clarification or confirmation from T. Aguirre on email she sent her asking whether to plug in room schedules for W10 – SPR 10 in the old building or new building. T. Aguirre stated that she is waiting to have a more definitive answer before she responds to L. Zhao's email. T. Aguirre indicated that the District believes that the new building should be ready for winter classes and she acknowledges that offering classes in winter is cutting it real close.

Worse case scenario – will be ready for Spring 10. L. Zhao asked T. Aguirre to give L. Zhao an email confirmation whenever it is for sure that SME classes could or should be scheduled in the new building for W10 and SPR 10.

T. Morrell reminded the attendees that back in March, 2009, Dr. Gould and K. Berry attended a SME Division special meeting to address concerns with classrooms, labs, and offices in the new science building. T. Morrell asked about having more frequent open labs in the new building. He wants to know if this request is being considered. L. Zhao gave a brief summary for request. Also at this March 2009 meeting, Dr. Gould agreed that for the six wet labs the lecture portion needed to be moved out of the Lab and into classrooms due to safety concerns and/or OSHA standards unless Faculty prefer teaching the lecture portion of the classes in the wet labs. In another words, faculty has the option of teaching the lecture portion of the lab classes in the wet labs or in the classrooms. For classes scheduled in the six dry labs, Dr. Gould said that if faculty prefer, the lecture sections of the classes or lecture only classes can be scheduled in the classrooms.

OTHER

ADJOURNMENT

The meeting was adjourned at 6:37 p.m.

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

*Approved on Nov. 19, 2009
Recorder: Ofelia Duarte*