

IMPERIAL VALLEY COLLEGE
Science, Mathematics, and Engineering Division

Science Unapproved Department
Minutes
February 25, 2010

CALL TO ORDER

The meeting was called to order at 4:46 p.m.

DEPARTMENT MEMBERS PRESENT

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

DEPARTMENT MEMBERS ABSENT

STAFF PRESENT

O. Duarte and G. Espinoza

COUNSELING LIASON

GUESTS

C. Lee

APPROVAL OF MINUTES

The minutes for November 19, 2009, were approved unanimously with corrections, (MSC-P. Pauley/A. Chien). Change iex to eg or ie (second page-Moving materials in labs and in storage rooms).

DEPARTMENT MATTERS

A. Communications: L. Zhao had the following communications:

Community Open House Division Rep and Date: Community Open House is tentatively scheduled for Saturday, May 1st and B. Gay is looking for a representative from our division to help with the planning. Event would include demos in the labs and Planetarium. L. Zhao asked for a volunteer and A. Cozzani accepted to be the division representative.

Course SLO Check: L. Zhao reviewed and discussed SLO checklist handout. First Column **F09 Multiple ID-** Previously it was agreed that all courses offered this year will have multiple ID's, which means the number of student learning outcomes (SLO) will be equal to number of units (eg Biol 100 is a 4 unit course therefore it needs to have 4 SLO's). Multiple ID's were due December 10, 2009. Even if class is not offered you still need to identify ID. Second Column **F09 Single Evaluation-** These were developed Sp 09. F09 data needs to be collected, evaluated and assessed. Due date is March 15, 2010. The other 50% of courses with single ID need to be evaluated for Sp 10.

Program SLO Update: L. Zhao asked if anyone had updates. D. Gilson is lead for General, Life and Physical Science. L. Zhao stated that the science area has 4 Major programs: General Science, Life Science, Physical Science and Pre Engineering. Agriculture has 4 programs: Ag Business Management Major, Ag Science Major, Ag Business Management Certificate, Ag Crop Science Certificate. D. Gilson is the lead person for Student Learning Outcomes. D. Gilson will generate matrix form for all Science programs. P. Pauley will do the matrix for all Ag programs.

B. Course Revisions:

Ag 080, Ag 160, Ag 170: Motion was made by P. Pauley to approve textbook updates for all three Ag courses. Motion was approved with corrections. M/S/C – P. Pauley/R. Lavery.

Ag 080 Course Outline - O. Duarte will correct typos suggested by Lori Mazeroll via phone call.

Ag 080 and Ag 160 Form 1 – P. Pauley will complete Sections A-C on page 2. L. Zhao suggests using Ag 170 as a guide.

Ag 170 Course Outline – O. Duarte will correct typo on page 2. Numbers in Section IV should coincide with Section V.

Engr 210, Engr 212, Engr 240: Motion was made by L. Zhao to approve changing quota for all Engr courses from 35 to 15 as recommended by Kathy and Frances. Motion was approved with corrections. M/S/C-J. Fisher/S. David.

O. Duarte will correct typo on page 2, Section B-1 for all three Engr courses to reflect new quota (15).

Phys 200, Phys 202, Phys 204: Motion was made by A. Cozzani to approve textbook updates for all three Phys courses. Motion was approved with corrections. M/S/C-A. Cozzani/J. Fisher.

For all three courses – O. Duarte will correct Page 1 academic year to 2010-2011, Class limit to 24 and type “update textbook” under rationale for revision. Page 2, Section B-1 change to 24, Section B-3 check off all semesters (F, W, Sp, Sum).

Once corrections are made they need to go to Division meeting in March and then to C&I.

C. Course Deletions:

Ag 150: Motion was made by L. Zhao to approve course deletion. Motion was approved with corrections. M/S/C-P. Pauley/J. Fisher

P. Pauley will correct academic year 2010-2011, add “has not been offered in 5 years” under Rationale for Revision, and complete Page 2, Sections A-C.

D. Program Deletions:

Ag Business Management Certificate:

Crop Science Certificate

P. Pauley spoke with P. Robles on the negative effects this would have on Perkins Funding. P. Robles stated that this year should be okay but cannot guarantee same for next year. Deletion of program could result in the loss of approximately 1/3 or more of the total budget for Ag Dept. For this reason P. Pauley is requesting that item be rescinded from table. L. Zhao asked P. Pauley to delete Ag 150 from Ag Crop Science Certificate. C. Lee stated this drop will be done automatically.

OTHER

Faculty who helped with move to new building during the Winter break, need to submit their hours to O. Duarte for payment.

A. Chien voiced his concerns regarding lab prep being locked. He understands that if left unlocked it becomes an accountability issue. He suggests setting up wireless doorbell in order to get the attention of the Lab Tech’s. System was originally set to where only the person that opened the door could close it. Discussion followed. L. Zhao will contact Sanders.

L. Zhao introduced Grace Espinoza as the new Lab Technician and asked everyone to introduce themselves and their disciplines.

L. Zhao reviewed and discussed Per-Session and Full Time faculty evaluations. T. Morrell needs to submit evaluation documents.

P. Pauley asked about food policy in new building. He wants to know if it only applies to classrooms or the whole building. Per K. Berry’s email there is to be no food in classrooms. L. Zhao will send email to K. Berry for clarification.

Per D. Gilison, all those teaching Bio 100 need to pick up survey forms for students. Bookstore placed wrong order and surveys were not included with the books.

C. Lee passed out and discussed flyer for UCSD’s University Link Medical Science Program. She is requesting that faculty post in classrooms. Event is scheduled for March 8, 2010.

T. Morrell asked if anyone experienced problems with the book store. The majority acknowledged problems with their book orders. Lianna asked those affected to email her their concerns by next Wednesday and she will compile them and send to Kathy and to the Senate.

ADJOURNMENT

The meeting was adjourned at 6:05 p.m.

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

*Approved on September 21, 2010
Recorder: Ofelia Duarte*