



IMPERIAL VALLEY COLLEGE
Science Department
Tuesday, April 15, 2014 11:50 a.m.
Room #2721

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 checked="" type="checkbox"/> Alto Benedicto | <input type="checkbox"/> Tina Aguirre, Dean |
| <input checked="" type="checkbox"/> Eddie Chang | <input type="checkbox"/> Thomas Morrell - <u>Excused Abs.</u> |
| <input checked="" type="checkbox"/> Andrew Chien | <input checked="" type="checkbox"/> Susan Moss |
| <input type="checkbox"/> Alex Cozzani | <input type="checkbox"/> Patrick Pauley |
| <input type="checkbox"/> Samuel David - <u>Excused Abs.</u> | <input checked="" type="checkbox"/> Jim Castle |
| <input checked="" type="checkbox"/> Jim Fisher | <input 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"/> Kevin Marty | |

Guests:

Recorder: Ofelia Duarte

- A. Call to Order by Daniel Gilison, SME Department Chair @ 12:00 p.m.
- B. Review and Approval of Minutes of March 18, 2014 were approved unanimously M/S/C E. Chang/R. Lavery
- C. **New Discussion**
 - a. **Summer 2014, Fall 2014, Winter 2015, Spring 2015, Summer 2015 Schedules.**
 - ✓ Summer 2014 schedule is complete. Registration for summer begins April 29.
 - ✓ Still in the process of doing PT faculty for fall 2014. Once complete will email to everyone. No major changes to schedule. Hoping to have them done by end of week.
 - ✓ 2015 winter, spring and summer schedules are ready he just needs to go through the faculty selection process. Winter and summer will be by seniority and spring will be the normal way.
 - ✓ We may be able to add more classes for Winter/Summer. This will depend on what the budget looks like.

b. Printing Costs

- ✓ SME department has gone over budget.
- ✓ Printing on copier in conference room costs 10¢ per page/side plus you're paying for the paper.
- ✓ When using reprographics you pay 5¢ per page.
- ✓ If you submit a reprographics ticket and they print it out on big copier there you pay 4¢ per page.
- ✓ Strongly recommends using reprographics. They deliver to SME office. We don't pay for the paper only the printing. We could cut printing budget by 60%.

D. Action Items

a. Increasing AG/ENVS 110 cap to 35

- ✓ At previous meeting faculty discussed increasing cap. Motion was made to increase cap to 35. Motion was approved unanimously. M/S/C J. Fisher/R. Lavery
- ✓ Average class size too small according to FCMAT report.

b. Increasing BIOL 090 cap to 40

- ✓ Motion was made to increase cap to 40. Motion was approved with 1 abstention. M/S/C J. Fisher/E. Chang

E. SLOs and PLOs

- SLOs - D. Gilison reminded everyone that they are due at the end of final exams. He will email SLO checklist so you can see which SLOs need to be assessed.
- PLOs – At last meeting Sidney discussed taking life science, general science, and physical science PLOs and combining them so that were all similar in language to make assessing them easier.
- D. Gilison will schedule a meeting after spring break with those that were involved in writing original PLOs (Susan, Kevin, Jim).
- After meeting, if all are in agreement with changes, will send via email to approve instead of having special meeting.

F. Other

- J. Fisher thanked Susan for taking STEM club on field trip.
- D. Gilison reported that yesterday they had a special Instructional Council meeting to discuss prioritization of new faculty hires.
- Based on our program review we are requesting three new hires. Biology instructor to teach Anatomy & Physiology, Biology instructor to teach Bio 100 and Chemistry instructor to teach Chem 100.
- 13 positions total asking for prioritization. Based on prioritization A&P was prioritized as #4 on list, Bio 100 #11 and Chem 100 #12.
- R. Lavery mentioned that the academic calendar shows that thanksgiving week is all off.
- In January there will be a work day/flex day.
- Because of extra work day next year graduation may not be compulsory.

G. Next Meeting

- ✓ September 16, 2014

H. Adjournment

- ✓ Chair Gilison adjourned the meeting at 1:00 pm.