

IMPERIAL VALLEY COLLEGE
Health and Sciences Division
Science, Mathematics, and Engineering Department

Science Approved Department
Minutes
November 20, 2012

CALL TO ORDER

The meeting was called to order at 12:00 p.m.

DEPARTMENT MEMBERS PRESENT

E. Chang, A. Cozzani S. David, D. Gilison, K. Marty, R. Lavery, T. Morrell, S. Moss

DEPARTMENT MEMBERS ABSENT

A. Chien, J. Fisher (AA), P. Pauley

STAFF PRESENT

O. Duarte, G. Espinoza

COUNSELING LIAISON

Said Canez

GUESTS

APPROVAL OF MINUTES

The minutes for October 16, 2012 were approved unanimously with corrections: (A1- D. Gilison received an email from Dave Drury). M/S/C S. David/R. Lavery

DEPARTMENT MATTERS

A. Communications: D. Gilison had the following communications:

1. *Locking Doors in 2700 Building:* Issue with instructors not locking doors. D. Gilison reminded everyone to make sure doors are locked before leaving.

B. Reports

None

C. Action Items – Emergency Action Item

Class size in Banner and CurricUNET for PHSC 110 is 30 and we've been offering it as 35. Motion was made to change cap to 30. Motion to accept PHSC 110 cap as 30 was approved unanimously. M/S/C R. Lavery/A. Cozzani.

SLOs AND PLOs

- Last year everyone assessed at least one PLO. We do not have to assess a PLO by the end of this semester.
- Any PLO not assessed by the end of this academic year needs to be assessed.
- Deadline for emailing completed cycle assessment forms to D. Gilison will be December 13 by 5:00 pm.
- Currently all departments meet for two hours a month, as a group, to work on SLOs.
- SLO committee agreed on meeting for 1 hour a semester effective Spring 13.

OTHER

- End of Semester Get-Together at Brunswick Zone. 950 N. Imperial Ave, El Centro, CA. Cost will be \$5.00 p/person or \$10 p/ family. Money needs to be turned in to Ofelia by next Tuesday.
- D. Gilison updated members on Jim Fisher's surgery/recovery.
- Students have complained to T. Morrell as to why there are two sections of A&P I and only one for A&P II.

- T. Morrell stated that counselors are not letting Biology major students know that they should take Bio180/182 instead of Bio 100.
- Students in D. Gilison's Bio 100 class are planning on taking Bio 180/182. They were told that Bio 100 is a pre req for Bio 180/182 and that's not the case. Counselors need to be reminded that the only pre req for these classes is Math 090/091.
- K. Berry wants to create a two year plan for all majors and programs. D. Gilison is hoping to have more information by next semester.
- New Bio 100 SLOs will go into effect this semester. Ok to add to syllabus.

ADJOURNMENT

The meeting was adjourned at 12:33 p.m.

Next Department Meeting will be February 19, 2013.

CC: T. Aguirre, Dean SME
K. Berry, Vice President for Academic Services

*Approved on February 19, 2013
Recorder: Ofelia Duarte*