



IMPERIAL VALLEY COLLEGE
Science Department
Monday, September 18, 2017 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:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Dave Drury, Dean | <input checked="" type="checkbox"/> Behrang Madani |
| <input checked="" type="checkbox"/> Alto Benedicto | <input checked="" type="checkbox"/> Setareh Madani |
| <input checked="" type="checkbox"/> Eddie Chang | <input checked="" type="checkbox"/> Kevin Marty |
| <input checked="" type="checkbox"/> Andrew Chien | <input checked="" type="checkbox"/> Susan Moss |
| <input type="checkbox"/> Alex Cozzani | <input checked="" type="checkbox"/> Patrick Pauley |
| <input checked="" type="checkbox"/> Steven Crum | <input checked="" type="checkbox"/> Jia Sun |
| <input checked="" type="checkbox"/> Samuel David | <input checked="" type="checkbox"/> Nan Everly |
| <input checked="" type="checkbox"/> Jim Fisher | <input checked="" type="checkbox"/> Grace Espinoza |
| <input checked="" type="checkbox"/> Daniel Gilison | <input checked="" type="checkbox"/> Said Cañez, Counseling Liaison |
| <input checked="" type="checkbox"/> Russell Lavery | |

Guests:

Recorder: Ofelia Duarte

- A. Call to Order by Daniel Gilison, SME Department Chair @ 1:00 p.m.
- B. Review and Approval of Minutes of August 11, 2017 were approved unanimously. M/S/C
E. Chang/B. Madani
- C. **Action Items**
 1. **Approval of Chemistry ADT**
 - ✓ Motion was made to approve Chemistry ADT. Will put into CurricUNET and have curriculum committee approve and degree should be ready to go by fall 2018. Motion was approved unanimously. M/S/C S. David/K. Marty
- D. **Communications**
 1. **IVC CHEM Club scholarship check -**
 - ✓ A. Benedicto announced and introduced Gerardo Sandoval, IVC Chem Club Scholarship recipient. G. Sandoval was awarded \$1,000 check.
 - ✓ G. Sandoval will be attending UCSD to start his career in Biochemistry next Monday.

2. Winter 2018 class selection

- ✓ Chair Gilison emailed faculty the class schedule so they could see what is being offered for winter session. Chair Gilison will start schedule selection tomorrow. Deadline for winter and spring schedule is end of the month. Chair Gilison would like to complete winter FT faculty selection by end of this week and spring the following week.
- ✓ Pretty much typical winter schedule with the exception that we're offering two sections of Human Anatomy. Normally offer one A&P I and one Anatomy.
- ✓ Reason for two Human Anatomy classes:
 - 1) Student demand for A&P I is not as strong as it is for Anatomy.
 - 2) Fast track nursing students. One section for the fast track students and one for general IVC students.
- ✓ We're offering PHYS 200 for winter due to extra demand this semester. It makes more sense under the program pathway for physical science to offer PHYS 202 in the fall and PHYS 204 in the spring.
- ✓ Chair Gilison requested prompt response to email on class selection. As per contract language if he doesn't hear back from you in a certain amount of time he can assume you're not interested and can move on.

3. Spring 2018 class selection

- ✓ Chair Gilison will send out class schedule and do normal class selection procedure that was agreed on 1½ years ago. One change for spring that's coming from HR is to identify which of your classes encompass your overload so when you receive your schedule make sure you let chair Gilison know which class you want to designate as overload.

4. General Science program review volunteers

- ✓ Chair Gilison asked for volunteers for the comprehensive program review for general science and update of goals for physical science and biology.
- ✓ Jim Fisher, Kevin Marty and Behrang Madani volunteered.
- ✓ Chair Gilison will work on the goals of the other programs and submit drafts at next department meeting.

5. Campus hour update & collect suggestions/feedback for current campus hour plans

- ✓ On October 6th J. Sun attended Senate Meeting where Jose Carrillo and Dr. Nick gave a presentation showing the results and plans to modify campus hour based on results of surveys.
- ✓ J. Sun showed the power point presentation to faculty/staff. Results from "staff survey" show the majority of respondents came from full time faculty (2/3).

Question 1: Continue with campus hour?

Continue			
Role	Yes	No	Total
Administrator	0%	100%	3
ASG President	100%	0%	1
Classified	53%	47%	19
Classified Manager/Confidential	67%	33%	6
Full Time Faculty	62%	38%	71
Part Time Faculty	45%	55%	11
Grand Total	64	47	111

Question 2: Move campus hour to different time?

Role	Yes	No	Indifferent	Total
Administrator	100%	0%	0%	3
ASG President	0%	100%	0%	1
Classified	89%	11%	0%	18
Classified Manager/Confidential	100%	0%	0%	6
Full Time Faculty	78%	17%	5%	72
Part Time Faculty	58%	17%	25%	12
Grand Total	88	17	7	112

Question 3: If campus hour would be moved, indicate preference?

Role	Preference				Grand Total
	Fri 12p.m.-4p.m.	M-Th 3-4:00p.m.	Other	Twice a week	
Administrator	67%	0%	33%	0%	3
ASG President	0%	100%	0%	0%	1
Classified	22%	39%	28%	11%	18
Classified Manager/Confidential	33%	50%	17%	0%	6
Full Time Faculty	16%	33%	24%	27%	70
Part Time Faculty	18%	36%	18%	27%	11
Grand Total	21	38	26	24	109

- ✓ Results from **student survey**.

Question: Continue with campus hour?

Yes	No
92.8%	7.2%
309	24

Question: Have class during current campus hour and move campus hour to later time?

Yes	No
49.8%	50.2%
166	167

- ✓ New proposed plan is to move campus hour M-TH 3:00-4:30 pm.
- ✓ Recommendation from other senators:
 - 1) Mary Lofgren recommended to not have campus hour.
 - 2) Have campus hour 3:00-4:30 twice a week.
 - 3) No changes to current campus hour.
- ✓ Dean Drury interjected the following:
 - 2 problems from administrative side 1) Not enough time to conduct business. 2) Research shows student demand is typically from 9:00 - 2:00 and after that it falls dramatically.

6. Lab equipment concerns

- ✓ G. Espinoza asked faculty to contact Nan or her if they need additional equipment. She stated that there is a process for utilizing items in the Biology lab. Please be considerate and do not go into another classroom and take equipment that has been set-up for another instructor.

7. SLO/PLO updates

- ✓ Chair Gilison will email information to faculty.

8. Updating lab classes in CurricUNET

- ✓ Chair Gilison will email information to faculty.

E. Other

F. Next Meeting

- ✓ October 16, 2017

G. Adjournment

- ✓ Chair Gilison adjourned the meeting at 2:52 pm.