



IMPERIAL VALLEY COLLEGE
Science Department
Monday, October 16, 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 checked="" type="checkbox"/> Alex Cozzani | <input type="checkbox"/> Patrick Pauley ABSENT |
| <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 type="checkbox"/> Jim Fisher ABSENT/EXCUSED | <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 @ 1:05 p.m.
- B. Review and Approval of Minutes of September 18, 2017 were approved unanimously.
M/S/C A. Benedicto/E. Chang
- C. **Action Items**
 - 1.
- D. **Communications**
 1. **General Science program review draft**
 - ✓ Chair Gilison stated that draft version of comprehensive program review for General Science was emailed last week. Thanked B. Madani, K. Marty and J. Fisher for their work on program review. He showed draft version of comprehensive program review. Will have the final draft at the November meeting and that will be up for vote. Chair Gilison asked that faculty review draft. Asked faculty if they had any comments or if anything is missing to please let him know.

- ✓ As a reminder, comprehensive program review is done on a 3 year cycle for our three programs (general science, physical science and biology ADT). We analyze last three years' worth of data for program. Any year that we don't do a comprehensive program review we do an annual program review. This means analysis of the goals that program had and update of where those goals are.
- ✓ Chair Gilison sent out email a week ago. Has only received 1-2 responses. One of the goals is to increase lab tech support for laboratory classes. Hired 4 new faculty within the last three years. Offering more lab classes and yet we don't have an increase budget to hire lab tech to match number of faculty. Also talked about additional lab equipment. Was previously denied due to lack of information. Needs to hear back from faculty if they need material/equipment so he can put into program review and request specific budget amount for specific line item that we need. Included in the email was also requests for instructional supplies and maintenance agreements.
- ✓ Chair Gilison will be updating goals for the other two annual program reviews (biology, physical science) and present them at next meeting.

2. Recommended prep for classes

- ✓ Chair Gilison showed and went over list of recommended prep classes for science classes:

| | | |
|----------|-----------------------|---|
| AG 110 | Environmental Science | Recommended Preparation: ENGL 009 and Read 019. |
| BIOL 120 | General Zoology I | Recommended Preparation: Any laboratory science college level course, with a grade of "C" or better. |
| BIOL 122 | General Zoology II | Recommended Preparation: Any laboratory science college level course, including but not limited to BIOL 120 with a grade of "C" or better. |
| ENVS 110 | Environmental Science | Recommended Preparation: ENGL 009 and Read 019. |
| PHSC 110 | Physical Science | Recommended Preparation: Math 091 |

- ✓ Chair Gilison stated there are 50-60 classes that have recommended prep. Curriculum Committee is asking if we need these recommended prep classes. Recommended prep pretty much has same level of scrutiny as pre-requisite does. If we want to keep any of these recommended preps we need to justify how the core content of those recommended preps are directly relevant to the course content of the class we are teaching.
- ✓ Because these are not action items Chair Gilison asked faculty teaching these courses to think about whether they want to keep or remove.

3. SLO/PLO updates

- ✓ Chair Gilison wants to remind faculty that he previously emailed list of SLOs (highlighted in yellow) that need to be assessed this semester along with faculty leads.
- ✓ Chair Gilison talked about updating SLOs. We can minimize SLOs as much as we want. Some departments, like math have a general SLO that applies to every math class they offer. This might be something that we may want to consider. For lab classes we may need two SLOs (one for lecture and one for lab). For non-lab classes we can have one general SLO.

4. Campus Hour

- ✓ J. Sun stated that at the last Senate meeting Dean Drury gave presentation about the proposed new time block and proposed campus hour change. J. Sun showed potential time block worksheet. J. Sun stated that at the next Senate meeting they are expected to vote on this time block.
- ✓ Once time blocks accepted they are looking at having campus hour at 2:40 – 4:05 two days a week.
- ✓ Committee/departmental meeting do not have to commit to this time block. If committees are meeting at this time then classes can be taught by PT faculty.
- ✓ Also discussed if this time does not suit departmental committees they can meet on Fridays.

E. Other

F. Next Meeting

- ✓ November 13, 2017

G. Adjournment

- ✓ Chair Gilison adjourned the meeting at 1:55 pm.