



IMPERIAL VALLEY COLLEGE
Science Department
Monday, September 17, 2018 2:40 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 type="checkbox"/> Dave Drury, Dean | <input checked="" type="checkbox"/> Behrang Madani |
| <input checked="" type="checkbox"/> Omar Alshykhly | <input checked="" type="checkbox"/> Setareh Madani |
| <input checked="" type="checkbox"/> Alto Benedicto | <input checked="" type="checkbox"/> Kevin Marty |
| <input checked="" type="checkbox"/> Eddie Chang | <input checked="" type="checkbox"/> Susan Moss |
| <input checked="" type="checkbox"/> Andrew Chien | <input checked="" type="checkbox"/> Patrick Pauley |
| <input type="checkbox"/> Alex Cozzani ABSENT/EXCUSED | <input checked="" type="checkbox"/> Jia Sun |
| <input checked="" type="checkbox"/> Steven Crum | <input 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:

Jim Pendley

Recorder: Ofelia Duarte

- A. Call to Order by Daniel Gilison, SME Department Chair @ 2:51 p.m.
- B. Review and Approval of Minutes of August 10, 2018 were approved unanimously. M/S/C A. Benedicto/E. Chang
- C. **Action Items**
 1. **PHYS 200, 202, 204 Course Outline revision**
 - ✓ Motion was made to approve PHYS 200, 202, 204 course outline revision. Two major changes to these course outlines: 1) Would like to have classes aligned with other community colleges offering similar classes. PHYS is a 4 Unit course. Currently offer 2.5 hours of lecture. and 4.5 hours of lab per week. Will be changed to 3 hours of lecture and 3 hours of lab. Contact hours will be the same as other 4 Unit science classes. Change is internally useful because it helps with scheduling. Allows more flexibility to move classes to different times. 2) DE addendum. In future if demand increases would like to offer as hybrid classes. Motion was approved unanimously. M/S/C A. Benedicto/B. Madani

2. PHYS ADT

- ✓ Motion was made to approve PHYS ADT. For PHYS ADT all you have to do is take all 3 physics classes and all 3 calculus classes. This ADT is very simple and straight forward. There are no changes to curriculum. Only change was made a few years ago reducing PHYS from 5 units to 4. Motion was approved unanimously. M/S/C A. Benedicto/J. Fisher
- ✓ **Something to think about.** Chair Gilison pointed out that with all the specific ADT's some changes to the local degrees were made:
 - For BIOL ADT we got rid of life science local degree.
 - No changes for CHEM ADT.
 - For PHYS ADT we could get rid of physical science local degree. Getting rid of physical science may be something that we need to consider. Chair Gilison can email physical science local degree info for review and at next department meeting we'll have an action item to discuss and vote to see if we want to keep or get rid of degree.

3. BIOL 140 Course Outline revision

- ✓ Motion was made to approve BIOL 140 course outline revision. Reduced one SLO and revised learning objectives to be more accurate and also updated textbook. Made it more aligned with other universities. Motion was approved unanimously. M/S/C A. Benedicto/A. Chien
- ✓ Chair Gilison will approve all three action items and send to curriculum. PHYS changes won't be made until fall semester. Changes to the PHYS ADT will be up and running for fall semester. Biol 140 should be active for spring semester.

D. Communications

1. Biology Comprehensive Program Review volunteers

- ✓ Chair Gilison reminded everyone that we do program review every three years for each program that we have. This year we're doing the Biology comprehensive program review.
- ✓ Chair Gilison would like to keep the same pattern used for physical science and general science program review.
 - Ask for 2-3 volunteers.
 - Meet with volunteers in the next week or so to go over program review, go over how split up work, show what needs to be done and where to get data that we need to do the update to program review.
 - Process should take a couple of weeks. Have rough draft ready by Oct meeting. Get back to faculty for review, incorporate/edit any changes. November meeting have final draft ready to be approved. Input into SPOL.
- ✓ The following volunteered: Jia Sun, Eddie Chang, and Setareh Madani.

2. Physical Science/General Science Program Review updates

- ✓ Chair Gilison stated that for program review updates you're looking at previous goals, were they met and future goals.
- ✓ Chair Gilison does not ask for volunteers for program review updates. He works on them himself. Any updates done through comprehensive program review, that informs the updates in other programs as well. If there are specific things to ask he will ask individual faculty.
- ✓ Updates will be presented as a draft at next department meeting. Make any updates/changes and have final version at the November meeting.
- ✓ J. Fisher expressed interest in getting information for science.

3. Winter 2019 and Spring 2019 schedules

- ✓ Chair Gilison reported that W'19 is done.
- ✓ He will be sending spring 19 schedules tonight. Needs to hear back from faculty if schedule goes off contract (i.e. single day that's longer than what contract states, or last class end of day and first class beginning of next day start too close to each other). Faculty can be given schedule even if it goes off contract as long as faculty approve.
- ✓ Also as a reminder faculty also need to select which classes you want as your overload.
- ✓ We have one section of Biol 100 that is not staffed. Asked Biol faculty if interested in teaching to let him know. Class is Friday only from 8:00 am – 2:30 pm.

4. Closing the loop – Spring 2018 SLOs

- ✓ Chair Gilison stated that faculty did a good job submitting SLOs end of spring semester.
- ✓ Reminded leads to meet with other faculty teaching that class and go over all SLO data and fill out closing the loop form. Form is on SLO webpage along with other SLO forms.
- ✓ Chair Gilison would like to have them done by end of September.

5. NSF Grant for active learning

- ✓ Kevin Marty attended conference in San Diego and gave a brief summary of events.
- ✓ Seminar talked about techniques to apply in classroom.

E. Other

- ✓ **Union questions** - J. Fisher is a faculty rep. He stated that after the meeting if anyone had any union questions (pay, negotiations) he would be happy to answer them.
- ✓ **Senate** – J. Sun stated that they had two meetings this semester. 1st meeting he brought up the need for funding for conferences and travel. President Martha Garcia would look into it. 2nd meeting talked about the formation of TLC committee. Committee will look into acquiring funding and managing it and distributing to possible request for travel reimbursement.
- ✓ **Instructional Council** – Chair Gilison talked about one of the issues being discussed at Instructional Council is campus hour. He's missing instructional council meeting today because he also had the department meeting. He expressed his concerns to VP Christina Tafoya. Several departments are also having issues with new campus hour. In his personal opinion campus hour should be moved back to 1:00 o'clock.

F. Next Meeting

- ✓ October 15, 2018

G. Adjournment

- ✓ Chair Gilison adjourned the meeting at 3:55 pm.