



**IMPERIAL VALLEY COLLEGE**  
**Science Department**  
**Monday, October 15, 2018 2:40 p.m.**  
**Room #2727**

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**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 type="checkbox"/> Patrick Pauley <b>ABSENT/EXCUSED</b>      |
| <input type="checkbox"/> Alex Cozzani <b>ABSENT/EXCUSED</b> | <input checked="" type="checkbox"/> Jia Sun                        |
| <input checked="" type="checkbox"/> Steven Crum             | <input type="checkbox"/> Nan Everly                                |
| <input checked="" type="checkbox"/> Jim Fisher              | <input 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 @ 2:51 p.m.
- B. Review and Approval of Minutes of September 17, 2018 were approved unanimously.  
M/S/C A. Benedicto/E. Chang
- C. **Action Items**
  1. **AG/ENVS 110 class cap increase from 35-40**
    - ✓ Motion was made to approve AG/ENVS 110 cap increase. M/S/C B. Madani/S. Crum. After some discussion motion was made to table item until CTA contract is finalized. Motion was approved unanimously. M/S/C R. Lavery/J. Fisher
- D. **Communications**
  1. **SLOs – Spring 2018 and Fall 2018**
    - ✓ Chair Gilison reminded everyone to make sure they close the loop on all SLOs assessed last semester.

- ✓ Chair Gilison went over SLO check list that was emailed this morning. List shows the SLOs that were supposed to be assessed last semester. He asked faculty for the status on the SLOs. Some faculty reported they have closed the loop and are done. Others are still working on it. Once you submit your SLO and close the loop you should receive email.
- ✓ Original deadline was for end of September. Please make sure it's done by the end of this month.
- ✓ Chair Gilison stated that all SLOs that you have for a class are supposed to be assessed at least once within a three-year cycle, however, every class is supposed to have their SLOs assessed once a year. Classes with one SLO get assessed every year. If two SLOs then you can alternate. Three SLOs assess each one once a year for all three years. More than three SLOs some semester's you'll be assessing multiple SLOs same semester.
- ✓ Chair Gilison reminded faculty that Program Learning Outcomes still exist. We still need to assess them. Will add to next meeting.

## 2. Biology Comprehensive Program Review draft

- ✓ Chair Gilison thanked J. Sun, E. Chang and Setareh Madani for all the work they did working on the Biology Comprehensive Program Review draft.
- ✓ Chair Gilison spoke of the three parts to a program review.
  1. Look at previous goals. What's been done and what needs to be done.
  2. Look at present data. Look at enrollment and fill rates, productivity, success and retention rates.
  3. Future goals.
  4. Deadline to input program review into SPOL is Friday before our next department meeting. Chair Gilison asked faculty to take a look at draft. Due to timeline we need to have suggestions/comments by end of next week (Friday). Would like to have final draft done by Friday. Will do an electronic vote and if approved put into SPOL before deadline.

## 3. General Science and Physical Science updates

- ✓ Need to review past goals. Have they been met. What are the future goals?

## 4. NSF Stem Scholarship

- ✓ NSF Stem Scholarship was started by Dr. Ash Naimpally. Dean Drury took it over. Chair Gilison and Dean Drury met with J. Nelipovich, Financial Aid, and counselors. Scholarship is for students who are majoring in science, technology, engineering and mathematics. Are looking for students to award scholarship to. Six students first batch.
- ✓ Scholarship criteria are as follows:
  - ✓ Grade Point Average: 2.75 in math and science courses and 2.5 overall
  - ✓ Enrolled full-time when applying and will be full-time while receiving award
  - ✓ Completion of or current registration in Pre-Calculus or above
  - ✓ Established educational plan leading to transfer in Science, Math, or Engineering
  - ✓ Demonstrated financial need as defined by the US Department of Education rules for need-based Federal financial aid.
  - ✓ Must be citizens of the United States, nationals of the United States, aliens admitted as refugees under section 207 of the Immigration and Nationality Act, or aliens lawfully admitted to the United States for permanent residence
  - ✓ Two letters of recommendation (1-math, 1- science)
  - ✓ 300 Word essay, transcripts and Ed Plan
- ✓ Deadline November 16<sup>th</sup>.

**E. Other**

- ✓ Chair Gilison will talk about Physical Science local degree at next department meeting.

**F. Next Meeting**

- ✓ November 26, 2018

**G. Adjournment**

- ✓ Chair Gilison adjourned the meeting at 3:45 pm.