

**DIVISION OF HEALTH SCIENCES AND ATHLETICS**  
*Division Council*  
*December 3, 2010*  
*Minutes*

Present:

Dr. Kim Baily  
Debbie Conover  
Kelly Holt  
Janice Ishikawa  
Mark Lipe  
Dean Lofgren  
Susan Marron  
Julie Meredith  
Rory Natividad  
Dipte Patel  
Russell Serr  
Dr. Lois Sinopoli  
Charleen Zartman

Excused:

Tony Barbone  
Dawn Charman  
Linda Olsen

---

Meeting called to order at 8:35am

Rory Natividad welcomed all. Asked to go around table and introduce and give a quick synopsis of their area.

**Kelly Holt – Radiologic Technology**

Everything is going well

**Debbie Conover – Health Center**

Almost done with flu shots. They have received the two printers so far and are awaiting the arrival of their new computers.

**Dr. Kim Baily – Nursing**

They had their Advisory Tea on Tuesday. It went very well. Accreditation Team will be here February 22, 23, and 24<sup>th</sup>.

Janice Ball has been running the mammograms for students on campus and she is retiring. It would be nice to keep this going. Rory states that maybe this is something the I Grant could be used for.

They are looking into purchasing the electronic medical record program “Near Perfect”  
The price is \$150.00 per year per student.

**Dipte Patel – Special Resource Center**

Things are going well. They just registered over 530 students in priority registration.

**Dr. Lois Sinopoli – Respiratory Care**

He has finished his Plan Builder and just about finished SLOs. The new curriculum for the advanced respiratory care courses has hit a small snag. It is being reviewed by the WIB before going to the chancellor’s. He is working on getting all the forms and information to them by the deadline.

**Janice Ishikawa – Counseling**

Met with Dr. Sinopoli to get updated on the Respiratory Care Program so that the counselors can better understand the new program and what it entails.

She is trying to promote all areas of Health Sciences.

**Susan Marron – Sign Language**

Sandra Bartiromo received a grant.

Students will be going into classrooms in the spring with a mentor and interpreting to the mentor. Susan asked faculty to let her know if they have any class that she could send her students to.

**Mark Lipe – Adapted PE**

Students are registering. Thank you to the SRC for helping with repeat petitions.

They need to do a better job on recruiting assistants for their courses. Russell Serr teaches PE 201 and they recruit from there. Kelly Holt informs everyone that they are revamping their program application and that they are promoting students to PE 201.

**Dean Lofgren – Athletic Coach**

Fall sports have officially concluded. We had several teams go into the playoffs; Men’s Cross Country (5<sup>th</sup> in the state, David Corona #1 in the state), Women’s Volleyball, and Women’s Soccer. Rory adds that the Men’s Cross Country team will be at the next board meeting.

**Charleen Zartman – Lifetime/Wellness and Fitness**

They have administered surveys in 14 classes for the assessment of the program SLO. They did pretty well. All areas were high with core competencies being the highest. She is working on instructors to get their course SLO assessments done. Some of the part-timers have really stepped up. Rory thanks Sharkey for all the hard work she has done.

**Rory Natividad – Dean**

Rory reports that they are hiring an equipment attendant. We will also be working on hiring part-time for Radiologic Technology and Respiratory Care.

We were awarded over \$600,000 for new equipment purchases. Approximately \$160,000 will go into equipment for the fitness center. We are trying to revamp the fitness center. Dr. Fallo supports the fitness center. We will have the center open for only staff and faculty for a couple of hours each day in hopes of promoting a healthy lifestyle for our staff and faculty. Mark Lipe appreciates the universal design. In the past the room was assessable to the adaptive students but the equipment was not.

Rory will be rewriting the Fitness Technician job description to better service our students and athletes.

Every program plan has been printed out and he will be going over them. They are due by Christmas. Rory will be working on the unit plan.

There are 9 faculty positions that will be opening. They are working on prioritizing them now. Some viable positions are needed. Rankings are due in on Monday.

There has been discussion with the Deans, Lars and Quajuana about understanding the implications of creating new courses.

**Kelly Holt – Student Learning Outcomes**

Accreditation came a few weeks ago and we received recommendations – The area of SLO's need improvement. They are creating a stipend amount for department facilitators to work with SLOs. Discussion about the job duties of a SLO facilitator. May 22<sup>nd</sup> the SLO planning cycle is due. Kelly and Julie Meredith will be working on putting training together for spring flex day for SLO's.

Next Division Meeting will be the Holiday Potluck - Tuesday, December 14<sup>th</sup> at 1:00

10:00 meeting adjourned