

CHEMISTRY DEPARTMENT MEETING

Meeting was held on May 6, 2009 at 12:45pm.

Attendees: Ana Tontcheva, Chas Cowell, Robert McLeod, Rob Shibao, Miguel Jimenez, Amy Grant and James Myrtle.

Minutes were taken by Miguel Jimenez.

Program Review

Program Review is completed. The final document was submitted to Barbara Jaffe.

SLO

Nothing is due until June. The program level SLO proposal will be submitted in June. Faculty are now doing the necessary assessments for the course level slo's.

Curriculum

Amy has revised the Chemistry 20 course outline on Curricuware. It will be presented to the May 19 division curriculum committee meeting.

Facilities

- a) Projectors – Projectors in 162 and 165 are being repaired. One may not be able to be fixed. Projectors in 164 and 153 go out every time it gets hot. The one in 105 has no sound. Jean will send the information to Howard Story.
- b) Temperature – Rob graphed the temperature every 10 minutes in Chem 162 using the cbl. In 10 minutes, the temperature went from 61 degree to 75 degrees. The cyclic pattern continued all day. Amy has documented the temperature in 164 and will send it to Jean. Chem 101/103/105 get very hot and stuffy in the afternoons. It starts to smell at the end of the day. The question was asked if there is a thermostat for each room, or just one for the building. Jean will forward the question to Bruce Hoerning.
- c) Noise – Rooms 101, 103, 133 and 153 get extremely noisy. At times, the ceiling is vibrating from the noise.
- d) Cleaning benches – Several faculty members have noticed that the lecture benches are being left very messy. Jean will send a memo to the whole department asking people to clean up demonstrations and glassware, dispose of chemical waste properly, clean up soap spills, put the caps back on the pens and put the computer keyboard and monitor away properly.
- e) Doors that slam shut when unlocked – Bob explained that when some doors are unlocked, they tend to slam shut and make a lot of noise. The hallway door is particularly annoying. The rooms are 101/103/ 153 and the hallway between Chem103 and LS108.

Academic Awards Ceremony

The awards ceremony is May 20 at 5pm. The ceremony is in Marsee Auditorium this year. Several people commented it is worthwhile going if you teach the upper level classes, since you are more likely to see your students getting awards. Jean encouraged faculty members to attend.

NS Awards Ceremony

The Math and Natural Science Division Awards are June 5th. Chemistry 1A instructors have started to send their grades and recommendations to Rob. Priscilla can print transcripts for you. She will also check the grades from Kamran's summer Chem 1B class and put them in Rob's mailbox.

Spring 2010

Jean distributed the Spring 2010 rollover schedule. Rob and Chas expressed an interest in seeing a schedule from Spring 2007, to compare what is current with what was done then. Jean will distribute this to all full time chemistry instructors. Jean needs to have a near finalized schedule before people leave for the summer. The final schedule is due July 27.

Chemistry 1A Manual

Valerie Baggett sent some copies on laboratory experiments she had written or revised for the Chemistry 1A manual. The department will look at them during Wednesday meetings while evaluating the manual. It was suggested we look at a custom manual such as Rob is using in Chemistry 1B. Rob said it is working okay, but he still supplements with some of our experiments.

Plato Software in the LRC

Jim Myrtle went to a demonstration of online tutorials in the LRC. In the Plato package is some chemistry software. Jim said it wasn't impressive, but asked if anyone was using something similar, like Mastering Chemistry.

Other

- The Library Advisory Council needs volunteers. Ana will volunteer for this committee.
- A sample syllabus was distributed for all full and part time faculty members. There was some discussion of having consistent objectives and slo's distributed for the part time faculty.

Adjourned at 1:55pm