

EL CAMINO COLLEGE MATHEMATICAL SCIENCES
DIVISION COUNCIL
SEPTEMBER 11, 2018

Present: Edwin Ambrosio, Luis Barraeta, Jill Evensizer, Arturo Hernandez, Marlow Lemons, Jacquelyn Sims, Paul Yun

SUPPLIES DISCUSSION

Dean J. Sims surveyed the Division Council to ensure that we are meeting the department's needs when it comes to supplies.

Some of the supplies in the division office include: wipes, laser pointers, index cards, tape dispensers, and scotch tape. It was recommended that J. Quezada send faculty a list of supplies available for use as well as items that are available to order.

We will begin keeping a supply of wipes in the classrooms especially for those using chalk to clean and wipe their hands.

Division Council requested the following items: graph paper, push pins and paper clips.

Dean J. Sims requested that faculty send J. Quezada a list of the supplies requested and include specific brands if necessary.

HIRING PRIORITIZATION FORMS AND NEW FULLTIME FACULTY REQUESTS

Much of the justification regarding new faculty requests for the hiring prioritization will focus on AB705.

Dean J. Sims is currently working on the numerical portion of the hiring prioritization forms.

J. Evensizer requested a Math/Engineering faculty position to be added to the hiring prioritization and Division Council agreed.

WINTER 2019 AND SPRING 2019 SCHEDULE

Dean J. Sims completed the winter 2019 and spring 2019 schedule.

There were many changes to the schedule due to AB705. There will be a decrease in basic skills offerings, and an increase in transfer level classes.

FT faculty have been assigned their schedule. Adjunct faculty have been notified that they can be paid on a special assignment for training on transfer level classes.

J. Evensizer voiced concern over a shortage of lower level classes if there is a decrease in offerings. Dean J. Sims will monitor enrollment and add more sections if necessary.

GUIDED PATHWAYS MATH COORDINATOR

Guided Pathways is an initiative to help students stay on the right path at El Camino.

A math representative has been requested to assist in creating a course mapping plan for math majors. This would be a paid position through special assignment. This could be a joint effort with more than one math faculty assisting.

The course map would be a sample schedule of how to complete a math major depending on what level math a student starts with.

J. Evensizer volunteered to assist with the Engineering pathways. E. Ambrosio volunteered to assist with the Computer Science pathways.

PROGRAM PLANS

Dean J. Sims explained the Program Plans process.

Program Plan requests begin at the committee/department level. Usually, these items have already been in the Program Review recommendations.

Program Plan items are funneled together, reviewed and prioritized to create the Unit Plans. Unit Plans are the overall needs of the division.

The Unit Plans are submitted to Academic Affairs where Area Plans are created. The VPAA discusses the items with other areas on campus and together they create the Campus Plan. Once items are in the Campus Plan, they are funded.

Program Plans are due in November 2018. Each committee will need to designate an individual to enter Program Plans into TracDat.