**Division of Natural Science**

**Division Meeting**

Thursday, October 27, 1pm Chem 134

Present: R. Turner, P. Doucette, M. Abbani, S. Potter, A. Tontcheva, T. Moore, M. Jimenez, R. Shibao, A. Grant

**Minutes**

1. SLO status: R. Turner reports that 8-10 hard copies of assessment data have come in so far. The instructors are making good progress.
2. Part-timer hiring: Chem-1A, Chem-20, Chem-21A, 2\*Chem-4 (5 classes to fill). Interviews will be held in December.
3. Chemistry Technician Hiring: It is underway.
4. Program Plan progress? It’s due 11/9/16.
5. Safety: The hood is not working in Chem 165 for almost a year. The fire window in the stockroom comes down too hard and too quickly, and someone will get hurt. Ana will report it to the safety committee, and Amy will report it to Facilities.
6. Are electronic book requisitions possible, so that the fields are already populated? Amy will ask the bookstore.