

## CHEMISTRY DEPARTMENT MEETING

Meeting was held on March 4, 2010 at 1:00pm.

**Attendees:** Jean Shankweiler, Chas Cowell, Amy Grant, Miguel Jimenez, Robert McLeod, Rob Shibao, Ana Tontcheva, Peter Doucette, Shanna Potter, Mel Kantz, Jean Shankweiler, Irv Drew

### **Technician's Report**

F. Delos Santos and P. Micu checked all the tables and chairs in the classrooms for loose backs and any missing knobs. They found a large number missing, replaced them, tightened all chair backs and ordered replacement knobs. J. Shankweiler requested that chair backs be fixed immediately or reported to P. Micu after class when they come apart. J. Shankweiler also reported that some of the tables had the legs loose and missing screws. This needs to also be reported immediately to P. Micu for repair.

### **SLO Update**

The core competency mapping produced on Flex Day in February was discussed a bit. The core competencies ranking a 4 for chemistry classes will be included in the assessment when the institutional core competencies are evaluated. The division did find a discrepancy in one of the rankings for the program. It will be corrected.

### **Curriculum**

The departments are asked to develop a 6-year cycle for course review. The department used this time to develop the curriculum review cycle for the chemistry classes. J. Shankweiler will submit the cycle to the College Curriculum Committee.

### **Facilities**

I. Drew reported on the doors in the building that do not close completely. It is easy to adjust the tension on the hinges to make the doors shut more efficiently. He will show the technicians the fix.

### **Awards Ceremonies**

The NS & Math awards ceremony will be on Friday, June 4 in the Student Activities Center. A. Grant is coordinating the event with Kaysa Laureano-Ribas from Math. A. Tontcheva volunteered to serve again on the division Presidential Awards committee.

### **Spring/Summer 2010 Schedule**

J. Shankweiler distributed an updated draft of the Fall 2010 schedule for final discussion. A few minor changes were addressed and can be corrected before publication.

### **Chemistry 1A Manual**

The department is actively working on the Chemistry 1A lab manual. M. Kantz expressed a desire to help with this effort.

Adjourned at 1:50pm

