

CHEMISTRY DEPARTMENT MEETING

Meeting was held on November 5, 2010 at 1:00pm.

Attendees: Jean Shankweiler, Chas Cowell, Amy Grant, Miguel Jimenez, Robert McLeod, Rob Shibao, Ana Tontcheva, Peter Doucette, Flor Delos Santos

Technician Report

F. Delos Santos reported the batteries for the pH electrodes have been purchased. They cost almost \$20 each.

SLO Assessment for Fall 2010

A. Grant reported that she and A. Tontcheva would be assessing Chemistry 20 for the Structural Representation slo this semester. A. Grant is the representative to the division SLO committee and reported each department needs to submit the Program Level SLO statements for the catalog and have a complete set of SLO statements ready for CurriCUNET by the end of the semester. Each department much also develop a 4-year plan for assessment by the end of May 2011. The program-level SLOs have been submitted and the complete set of SLO statements are all ready to be input into the CurriCUNET module. The department will work on the 4-year cycle for in the spring semester.

Summer 2011 Preliminary

J. Shankweiler reported she has two sections of Chem 20 and Chem 4 for the summer session, as well as one session of Chem 1B and Chem 21A in the schedule. It is still being refined and a copy will be placed in everyone's mailbox once Datatel opens and Mariam can finish the input of information.

Planning

After some discussion, Rob Shibao will be the plan manager, Amy Grant will be an editor and everyone else will be listed as reviewers. Jean sent everyone a word document of the 2010-11 plan. The status of the objectives need to be updated and the wording in all the text needs to be re-evaluated. The equipment lists need to be updated and any new programs, equipment, curriculum or hiring needs to be included in the 2011-12 plan. This is due in December.

Other

- The Planning Forums for November 11 and 30 were announced. If you cannot make the forums and have some suggestions or comments, Jean can forward them to Dr. Nishime, or you can send them your if you wish.
- The IR printers work only sporadically. One is extremely old. Dan Wright got them working for a little while. Jean will put in an ITS work order for them to be looked at. R. Shibao said he has several printers in his garage. He will bring one or two to see if they work.

Adjourned at 1:45pm

jms/11/5/10