

**NATURAL SCIENCES
DIVISION COUNCIL MEETING
September 8, 2009 (FLEX DAY)**

Present:

Faculty and Staff

J. Bellemin, T. Bui, B. Carey, C. Cowell, S. Di Fiori, P. Doucette, L. Fielding, A. Grant, R. LaFond, L. Leonardo, S. Leonelli, B. Letvin, T. Palos, M. Santiago, J. Shankweiler, R. Shibao, D. Vakil, Daniel Wright

Compton Faculty

F. Aasi, A. Adeva, E. Boatwright, L. Clark, W. Keig, A. Osanyinpeju, B. Petersen, E. Wallano, H. Wu

J. Shankweiler mentioned that faculty will get docked for non-attendance of flex day. Faculty can receive flex credit at El Camino College Compton Center; it's optional, not required.

Introductions

- Irv Drew is returning to teach Chemistry from an Interim Dean's position in the Health Sciences & Athletics Division.
- The new full time faculty were introduced: Bryan Carey, Biology; Peter Doucette (previously Part time faculty), Chemistry; Soshanna Potter, Chemistry.
- The Full Time Temporary faculty replacing Leigh St. John (deceased) is Bruce Letvin, Anatomy.
- The new part time faculty is: Changming (Charles) Dong, Oceanography.

Recognition

- An Applause card for Flor Delos Santos was announced.
- Teresa Palos and Margaret Steinberg – 5 years of service at El Camino College.
- Chas Cowell, Amy Grant, and Chuck Herzig – 10 years of service at El Camino College.
- Jerry Brothen – 35 years of service at El Camino College.

Fall 2009 Enrollment

- Astronomy 25, section# 1070 and Geography 1, section# 1255 were cancelled on July 1, 2009.
- The majority of the classes are full.
- Open classes for ECC and Compton are posted outside the division office.

Campus Committee Representatives

- The campus committee representatives are as follows:

Academic Senate – Dave Vakil (Senior Senator), Chuck Herzig, Miguel Jimenez, and Teresa Palos

Academic Technology – Jim Noyes and Margaret Steinberg

AFT Division Representatives – Robin Bouse and Ana Tontcheva.

Area Council – Thanh-Thuy Bui

College Curriculum – Vincent Lloyd

Division Council – Dave Vakil, Astronomy; Chas Cowell and Amy Grant, Chemistry; Sara Di Fiori, Earth Sciences; Steve Leonelli and Bruce Letvin, Life Sciences; Norm Kadomoto and Leon Leonardo, Physics; Leonard Clark, El Camino College Compton Center

Division Curriculum – Vincent Lloyd, Astronomy; Amy Grant, Chemistry; Ken Gaines, Counseling; Jerry Brothen, Earth Sciences; Steve Leonelli and Teresa Palos, Life Sciences; Eyal Goldmann, Physics; Abiodun Osansinpeju, El Camino College Compton Center

Division Planning – Perry Hacking, Astronomy; Teresa Palos, Biology; Rob Shibao, Chemistry; Chuck Herzig, Earth Sciences; Matt Ebiner, Geography; Ron LaFond, Horticulture; Eyal Goldmann and Norm Kadomoto, Physics; Simon Trench, Anatomy/Microbiology/Physiology

Division SLO Assessment of Learning (ALC) – Vincent Lloyd, Astronomy; Nancy Freeman, Biology; Amy Grant, Chemistry; Jim Noyes, Earth Sciences/Geography; Margaret Steinberg, Anatomy/Microbiology/Physiology; Susana Prieto, Physics; Bill Keig, El Camino College Compton Center

Safety – Christie Killduff and Les Scharlin

Academic Senate Report

- D. Vakil thanked everyone who reviewed curriculum.
- CurricuWare will be transitioning to CurricUNET.
- The Academic Senate will be exploring department chairs, they will be soliciting faculty. Each department should vote during their department meetings whether they are in favor of department chairs or not. In one month the Academic Senate will vote and decide.

Curriculum

- The following courses will be reviewed in Spring, 2010: Anatomy 32, Astronomy 13abcd, Astronomy 20, Astronomy 25, Biology 16, and Horticulture 44. Discuss in the department meetings who will review these courses.
- Anatomy 30 and Physiology 31 are ready for the Division Curriculum Committee to review.
- Three new courses were created and will be reviewed this year: Biology 103L, Molecular Biology Laboratory; Biotechnology 1 Basic Techniques of Biological Technology; and Biotechnology 2, Advanced Techniques of Biological Technology

Online Adds

- Each instructor will receive instructions and 27 add stickers for each section.
- Inform students that all prerequisites and repeats need to be cleared before they could register for a class. If a student attempts to register and cannot due to a prerequisite or repeat, a second attempt will be allowed.
- When issuing a sticker to a student, write down the student's name.
- Students registering for Biology 101 will have to go to the Admissions Office to register.

Rosters/No Shows/Active Enrollment

- Faculty will print their own rosters.
- No show reports are due September 9, 2009.
- Active Enrollment reports are due September 21, 2009.
- Attendance sheets will be printed by ITS and placed in the mailboxes after they are picked up from the Admissions Office.

Class Syllabi

- At least one SLO needs to be listed on the syllabi.
- SLOs are listed online.
- The objectives are in curriculaWare.
- Attach the Disability Statement to the syllabi.
- Send an electronic copy of your syllabi to Priscilla at pbaldwin@elcamino.edu.

Office Hours

- Jean suggested that each faculty post their class schedule and office hours on their office door.

Program Review

- Program review for Astronomy and Physics will be on September 17th and 22nd from 1:00 -2:00 p.m. in Adm. 127.

Winter/Summer Sessions

- Winter online classes were cancelled.
- Summer online classes should be 8 weeks.
- Summer session will have one start date, June 28, 2009.
- Bumping rights were discussed. It was decided to vote whether full-time faculty members could bump part time faculty. Voting ballots will be distributed in the mailboxes.

STEM Student Conference

- A conference for STEM students will be held on November 20, 2009. Flyers will be sent out. Please encourage students to attend.

Swine Flu

- If students look ill, ask them to go home and if needed allow them to make-up tests.

Compton Evaluation Committee

- Three volunteers are needed for Anatomy and Astronomy.
- Margaret Steinberg volunteered for Anatomy.

Other

- The following courses need SLO statements: Anatomy and Physiology 34A, Anatomy and Physiology 34B, Astronomy 12, Astronomy 13abc, Biology 15, Biology 17, Biology 103, Geography 8, Geography 9, Geography 20abcd, Geology 30, Geology 32, Geology 34, Geology 36, Horticulture 42, Horticulture 46, Horticulture 53, History of Science 11, Physics 1B, Physics 2B, Physics 3B, and Physics 13.
- A list of SLO's that are past due or scheduled for Fall, 2009 was distributed, each course needs a person assigned to work on the SLO's. Discuss in the department meetings.
- Susie Dever, El Camino College Compton Center, announced that she needs an Anatomy instructor, contact her if you know anyone that is interested.
- Start planning for Plan Builder; it will be revised in January, 2010.
- Idania, Kristi, and Zenia visited JPL. There are four posters; for those who want them.
- The sign in sheet needs to be signed or your pay will be docked.
- The department meetings for today will be from 2:00 – 4:00 p.m.