

Earth Science & Geography Department Meeting Notes

El Camino College

4 December 2012

Present: Joe Holliday, Matt Ebner, Jim Noyes, Julienne Gard, Robin Bouse, Rebecca Donegan, Changwoo Cha, Sara Di Fiori

Student Learning Outcomes

Faculty were reminded to assess their SLOs at the end of the semester (geog 9, geol 2, 4, & 32).

We will not be assessing any SLOs next year, because we are doing program review instead. However, we will want to take the opportunity to revise our assessment and rubrics.

Jim Noyes, division SLO facilitator, will take the lead in correcting the department's SLO statement information in CurricUNET next year. He will use his experience to write a "how to" document for other departments to use.

Plan Builder

All full-time faculty need to log into Plan Builder and acknowledge that they have reviewed the department plan for next year.

Use Internet Explorer. Other browsers may not work.

Staff and Substitutes

The department has had a rough semester, with two faculty member suffering close, personal losses and taking time off to grieve. Other faculty stepped in and helped to provide continuity for their students.

Lynn Fielding was on personal necessity leave, but is now on administrative leave and will not be coming back this semester. Robin Bouse and Sara Di Fiori are now officially in charge of assigning grades for sections 1330 and 1290, respectively.

Display Cases

Joe Holliday emphasized the need to fill the new display cases before the end of the semester.

During the break, Changwoo Cha will move one of the mineral display cases to the other side of the hallway.

Fall 2013 Schedule

The fall 2013 schedule will be finalized soon. It will be largely based on the fall 2012 schedule. Anyone who wishes to make significant changes should contact Dean Jean Shankweiler before the beginning of January so that she has time to try to incorporate them.

Geology Lab Manual

Robin Bouse noted that she and Changwoo Cha could not find some of the rock samples and other objects for some of the labs in the geology 3 manual. The geology 3 lab manual needs to be reviewed and updated. Joe Holliday said that it should be updated each semester.