

## **LIFE SCIENCES DEPARTMENT MEETING**

**October 28, 2010**

**Nats 123 1:00pm.**

**Attendees:** J. Bellemin, T. Bui, B. Carey, C. Hoover, C. Killduff, R. LaFond, S. Leonelli, J. Padilla, T. Palos, L. Scharlin, M. Steinberg, M. Stupy, S. Trench, A. Valle, E. Wallano (CEC)

### **Technician Report**

C. Hoover reported we now have a computer in NS 127. It is a used computer from the Planetarium, but is still suitable for our classes. However, please remember to log off the computer. If you do not log off properly, the computer locks and ITS needs to be called to unlock it for the next instructor to use it. Also, she needs cardboard egg containers for the hissing cockroaches.

### **Planning**

J. Padilla agreed to be the planning manager for the pre-Health Science program and T. Palos agreed to be the plan manager for the Biology program. There are three things that need to be done at this time. The goals and objectives in the 2010-11 plan need to be updated by December. The program descriptions, outcomes, strengths and weaknesses need to be updated and last of all, the objectives for 2011-12 need to be determined. It is important to get any equipment or ideas into the plan. Any funding from the school will be distributed to needs in the unit or program plans.

### **Other**

- The computer in NS 015 needs to be updated so .docx files can be opened.
- Jeanne Bellemin needs drivers for her field zoology field trip.

Adjourned at 1:50 pm