

## LIFE SCIENCE DEPARTMENT MEETING

Thursday, September 18, 2014

1:00pm – 1:50pm

Nats. 123

**Attendees:** Jean Shankweiler, Mike Stupy, Bryan Carey, Teresa Palos, Margaret Steinberg, Steve Leonelli, Simon Trench, Anne Valle, Thanh-Thuy Bui, Adam Majewski, Sanda Oswald, Karla Villatoro.

### Agenda

1. Technician Report—technicians were unavailable for the meeting.
  - Faculty did discuss some issues with models having pen and pencil marks because people are not using pointers.
  - Practicum stickers need to be removed by instructors and models need to be returned shelves.
  - Microscopes have been returned to the wrong cubbies. Jean will send a memo to everyone using LS109 and LS113.
  
2. Safety
  - Chairs in LS109/LS113 have wheels broken, they need to be removed.
  - In rooms LS130/LS113, locks on the computer cabinets are broken. A work order needs to be submitted so the locks can be replaced.
  
3. SLO's
  - Biology 16 submitted a report for dichotomous keying. This is SLO #3. SLO 1 scientific method was supposed to be assessed. Biology 11/12 needs to be assessed for Scientific Method (#1) in the fall. Jeanne or Bryan will need to assist the new part time instructor.
  
4. Curriculum
  - T. Bui reported Anatomy 30 is submitted and Microbiology 33 will be done tomorrow (9/19).
  
5. Planning
  - T. Palos and J. Padilla are the leads on planning. The 2015-16 plan is due at the end of December. Get them to Jean for review by December 18. This year we will be using TracDat. Look for information on training sessions.

6. Spring/Summer 2015

- M. Steinberg had a question about putting a note in the schedule of classes to indicate she would be using online homework. She said this is required. There was a discussion about using online homework, who requires it and are there options for the students. Jean will check with Alice Grigsby, director over the library and online education, to see what the actual requirements are.

7. AV

- K. Villatoro and B. Carey have been experiencing a lot of problems in LS108 with the sound system. Jean indicated that media services has determined that there is a malfunction in the projector speakers; they are working on getting replacement. The computer change over seemed to go very smoothly.

8. Parking

- There seems to be a lot of students parking in Lot B. Some seem to have parking permits for the area. Times of greatest impact are 11:00am and around 5:45pm, just before the lots open for students.
- Also, there is confusion about loading zones. Is the hash-marked area between Natural Science and Life Science loading or not? The faculty reported conflicting information from officers. Jean will contact parking services to see if we can get this clarified.

9. Other

- Open labs for Anatomy are Fridays from 9:30am-2:00pm.
- Some faculty are using Facebook pages to communicate with students. There was discussion about what they are doing and how it works. Adam Majewski described the Natural Science page that he set up for faculty.