

## **Physics Department Meeting October 7, 2010**

### **Present:**

Norm Kadomoto, Eyal Goldmann, Susana Prieto, Dan Wright, Jean Shankweiler, Leon Leonardo, William Keig (CEC)

### **Sabbatical Leave**

S. Prieto discussed her wishes to take a sabbatical leave in spring 2012. She wishes to cause as little disruption to the department as possible. L. Leonardo indicated that would work well with his plans. He is thinking of going onto a pre-retirement plan where a faculty member will teach half-time. He could be on pre-retirement for the fall and come back to teach spring. E. Goldmann indicated he was hoping to teach both Physics 1B classes. L. Leonardo agreed it could be worked out. It was recommended S. Prieto check the contract to clarify what her obligation to the district would be after the sabbatical. She thought it would be one year, but will check.

### **SLO**

J. Shankweiler distributed a handout listing all the program-level SLOs for each department. She needs to submit these program level SLO statements to the Curriculum Office for inclusion into the college catalog, and J. Shankweiler asked everyone if the wording was correct. No one had any corrections, so the wording listed will be submitted for the catalog.

### **Planning**

It is time to start the planning document for the 2011-2012 year. This is due in December, but we want to have most of it ready before December because that is a busy month. We also need to start examining the 2010-2011 document for updating, also due in December. J. Shankweiler asked D.E. Wright to update the list of equipment, removing items we have already purchased. All faculty members are asked to submit any needs to D.E.W. so he can start adding to the list. Also, J. Shankweiler asked everyone to review the first 2 pages to make updates to the document. These updates are requested by next week.

### **Other**

- The Great Shakeout is October 21. Please read the memos sent by Rocky Bonura and J. Shankweiler. Dan Wright is the floor leader for the physics building and the Science Courtyard is the primary evacuation area.
- L. Leonardo will be working on updating the various lab manuals and getting them posted on the portal document library for the physics department. He expressed concern that the lab manual contains all the labs used by instructors, so that there are not numerous versions of the lab manual being produced.
- Physics 111 stockrooms has things left out and/or put back in the wrong place. D.E. Wright will reinstate the use of Hold/Return cards. We need to be sure all instructors are aware of the issues. J. Shankweiler will talk to D. Santoianni about taking responsibility for the benches and keeping the room orderly.
- J. Shankweiler informed the department she and Dr. Goldberg will be requesting MESA use part of the Physics building when they have to evacuate the MCS building. There should be room if radiological technology and computer science move to the new building.