# Department Minutes

**March 27, 2014**

## Attendees:

<table>
<thead>
<tr>
<th>X</th>
<th>Dr. Fawaz Al-Malood: HRM On Leave</th>
<th>Prof. Terri Faraone: FASH</th>
<th>X</th>
<th>Prof. Jean Metter: NF</th>
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<tbody>
<tr>
<td>X</td>
<td>Dr. Maria Davis: FASH</td>
<td>Prof. Carol Impara: NF</td>
<td>X</td>
<td>Prof. Niki Tran: ID</td>
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<td>X</td>
<td>Prof. Elisabeth Eatman: ID</td>
<td>Prof. Lisa Ledeboer: FCS</td>
<td>X</td>
<td>Prof. Sandra Weatherilt: NF</td>
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## Item | Discussion | Outcomes/Next Steps

**Welcome**

Welcome back, Niki!

**Minutes Approval**

Approved with spelling correction for NRA February 2014 Minutes Approved

**Academic Senate Report**

Fawaz was nominated for Senator-at-Large. This will be an All Faculty vote. Watch for email announcing election.

**Faculty Association Report**

- Nominations end April 1; Ballots due April 25. I am renominated for Exec Bd
- FA voted against late start Fall semester
- Know Your Contract: Service Hours to College Workshop, April 15, 2 pm
- CTE Scholarship Applications due April 22
- Faculty Appreciation Day scheduled for May 30

**Perkins/Statewide Advisory**

Lisa is still waiting to hear about availability of Core Indicator Reports so program leads can write their Perkins applications. Deadline is still 4/1, but may move depending on when Core Indicator Reports are available.

**Committee Reports**

Lisa is leaving Basic Skills; needs Bus Div replacement

**Curriculum and Hiring Equivalencies**

- FASH 90T-1: after investigation, wants to deactivate course since it is not on a degree
- FCS 80 and 91: 4 year review: change TOP code to reflect correct TOP code (no other changes)

- Approved.
- Approved

**SLOs**

Use of results discussion for ID 20 and 25

- Noted different success rates for 1 day/week classes vs. 2 day/wk classes. Students from both classes met the criteria, but more students attending 1 day/week classes met criteria than 2 day/week classes.
### Administrative

- **Budget update**: same requests for last year with requests to increase instructional supply $ for FCS and lab tech worker $ for FASH.
- Instructor names must be provided for all TBA instructors in SMR 14 by Friday, 3/28/14. Please doublecheck notes on the class schedule.
- **Foods Lab Technician** (FT Classified position) extended to next week.
- Schedule for department elections: **Monday, 4/7** deadline for FT faculty members to submit their confidential Dept Chair/Co-Chair Peer Evaluation form (H1.b)  
  **Friday, 4/25/14** – call for nominations, with deadline of submission to Dean by Friday, May 2nd.  
  **May 22** – department meeting to hold department and coordinator elections.
- Textbook orders for summer due April 25.
- Adjuncts welcomed to department meeting. Vote if rehire right adjunct vote is binding or non-binding.
- If there is a power outage you must wait for instructions to cancel class; however, you may walk out of the dark classroom!
- FASH in need of more lab technician funds and will apply through Perkins.

### Announcements

**ID**

- Agreement for CPP/UCLA Extension to accept Mt. SAC courses as pre-requisites for Masters of Interior Architecture if transferring student already has a Bachelor’s degree. Congrats!

**NF**

- Nutrition Forum held March 26

### Future Meeting Dates – Spring 2014 -- 3:00PM-4:30PM

April 10, May 22, June TBD