

Department Chair Meeting Minutes

Thursday, May 12, 2016

Michelle Sampat: EEOC Rep, update on process and procedures including deadlines for Chancellor and Board review/approvals. Title V processes.

Dave Lennon: Passing of Dave Lennon – Celebration of Life, June 11, 2016

SLO's/Mapping: Individual Chair update. ENG/PHYS – all done /some progress; Chemistry – all up to date. NSD to help with TRACDAT data input; Math – almost all complete; ESA – send to KH to review; Bio – making progress & TRACDAT input.

Schedule

- **Winter -2 or 4 days:** Concerns with labs and lecture components & possible disruption with student schedules/ student interest.
- **Summer:** Rolling schedules

Hiring Update: Hired 2 Math professors; 2 Chemistry professors; 1 Anthropology; 1 Biology Non-majors

Announcement: Art stepping down and accepting a Dean position with Saddleback College. The college had a successful Health Conference & Farm Day event. Robotics Team: Did good in KT. Tuesday, May 24th Mathematical Math Tricks. STEM Center - Mommy, Daddy & Me Robotic Event. Last Dept. Chair Meeting for spring semester – details to follow. Kepler event was a very successful event.

New:

Time sheets: Students need to turn in time sheets on time.

Sub pay: Up-to-date on sub pay.

Standing Meetings: Chairs to confirm standing meeting schedules at next chair meeting.

PIE:

Probationary Teams – New Hire: Decide on the makeup of your teams. Will be discussing at next Chair meeting.

Equipment Prioritization: Have priority list ready to discuss at June meeting.