

# Biological Sciences Department Meeting Minutes

## April 2, 2015

### Attendance:

Name	P	A	Name	P	A	Name	P	A
Cindy Anderson		X	Jennifer MacDonald	X		Carmen Rexach		X
Frances Borella	X		Jeremy Marion		X	Sherry Schmidt	X	
Chris Briggs	X		Beta Meyer	X		Sarah Scott	X	
Alison Chamberlain	X		David Mirman	X		Cindy Shannon	X	
Mark Cooper	X		Loni Nguyen	X		Deidre Vail	X	
Lynda Hoggan	X		Virginia Pascoe	X		Naomi Velarde-Jang	X	
Karyn Kakiba-Russell	X		Craig Petersen	X		Carola Wright	X	
Janine Kido	X		Melissa Presch	X				
Betsy Lawlor	X		Tim Revell	X				

### 1. **Reconnect**

Desired outcome: department members catch up on each other's lives

Faculty shared exciting plans and recent events occurring in their lives.

### 2. **Senate report by Senator Briggs**

Desired outcomes: department is informed of the meeting, directs Chris how to vote for us, and has their questions answered.

The Academic Senate (AS) reviewed resolutions that AS wants to share with Statewide system: Two resolutions were relevant to share

a. An option for grading: The grade report would be delayed for students in the midst of dishonesty issues. This grading option would not be used for any other purpose. For this grading option to work or to otherwise bind the student to the consequences of their actions, we must report acts of student misconduct to Student Life.

b. Position Recommendation: Liaison position among CTE instructors

### 3. **HT bachelor's degree updates by David, Jennifer, Beta and Carmen**

Desired outcome: department is informed of the current status of the Histotech Bachelor's degree.

Carmen and David made public comments at the AS meeting and were able to speak for 3 minutes each. They addressed the following issues:

- There will be 15 community colleges offering bachelor's programs in this pilot program, the question is not whether there will be community colleges offering bachelor's or not, but whether Mt. SAC will be one of those 15 or not.
- There is no Bachelor's HTL Program west of Houston, TX. Only 2 university HTL Programs in the nation offer BS degrees, the rest are postbaccalaureate programs. Most are hospital based and are far away. The midwest is closest.

Beta was able to speak during the AS meeting. Concerns addressed were funding and what the curriculum will be like. Jeff Archibald pointed out that we are applying to design the HTL degree, Beta did a good job answering questions from those with concerns.

The AS vote was

- 9 in favor
- 0 against
- 6 abstentions.

There are still many unanswered questions since we are just beginning the application process.

Jennifer and Carmen have been working with Adrienne Price to write the application for the Bachelor's HTL Program. Of the 56 HT Program graduates contacted all were in support of offering a BS HTL Program and would have pursued a BS in Histotechnology at that time. Many of the HT Program graduates expressed interest in coming back to pursue this degree.

New curriculum for the Bachelor's HTL Program will go to EDC once the application is approved.

#### 4. **Bio 1 and AA liberal arts emphasis in Social and Behavior Sciences by David**

Desired outcomes: department reviews the list of courses under the "Biology as it relates to behavior or society"

As an area in the program a student must take a course described above (quotes). Request Bio 1: Right now we have: Anth 1 (Biological Anthropology), Bio 6, Bio 17, Bio 34, Psych 1B (Biological Psychology). There was a discussion comparing the fit of Anth 1 vs Bio 1 in the list. There was some disagreement about whether or not Bio 1 should be on the list.

Bio 5, Bio 15 and Bio 24 were considered.

Courses that address culture and gender diversity include: Anth 30, 5, 22, Bio 15 or 15H, and approximately 15 others

Adds?

Bio 1, Bio 3, Bio 24, Bio 5, Bio 25 (Conservation class)

Deletions? Bio 34

Department members voted on whether to add/keep or remove a course from this list:

Since the vote on Bio 3 was 50:50 This course will **either not be added** to the list and David **will talk to Matt and Karelyn for their recommendation.**

Course	Add or Keep	Remove
Bio 34	1	16
Bio 1	1	18
Bio 3	8	8
Bio 5	18	0
Bio 24	18	1
Bio 25	17	2

#### 5. **PIE improvements and PIE report by David**

Desired outcomes: department sees the new PIE form and plans for completing PIE at the May 7<sup>th</sup> dept meeting.

David described the new and improved PIE form. Goals that we input this year will rollover to the next year's form.

- For existing categories, the form asks for evidence through citation of data, doesn't have to be numerical, can be enrollment data. We will need to be more selective in adding classes if enrollment trends continue the way they are.
- The PIE report now includes a means to report back on items that we got last year. We will need to state how these items impacted how our department is doing things? What are we doing better because we got these items
- For goals we will have a shorter, broader list.
- There will be a person responsible for implementation of plans, as a contact if there are questions.

David briefly reviewed the old PIE report from last year. Department level, not individual decisions go on the PIE report.

Instructional Equipment is prioritized in the Fall. All equipment requests should also be in the PIE report. Equipment requests and PIE report of equipment needs should be one list. There is movement toward deadlines for both of these documents being closer together.

PIE is used as evidence for needs. VP instruction uses the PIE report to make decisions about whether or not to honor budget requests.

Several items were proposed for the Biology Department PIE Report:

- a. Faculty and staff from different departments can be involved in composting. We could support The Agriculture Department request for a wood chipper. The wood chipper can be used to shred Wildlife Sanctuary waste
- b. Our department hosted approximately 100 HS students that toured our labs through the Health Careers Outreach Program.
- c. The application for the HTL Bachelor's degree.
- d. Debbie Day (May 9<sup>th</sup>)
- e. Health Conference (May 1<sup>st</sup>)
- f. Earth Week Events (April 22<sup>nd</sup> and 23<sup>rd</sup>)
- g. Need more support for Biology resources for these events?

## **6. Report by Sherry**

Desired outcome: department learns about the trip and enjoys Sherry's photos.

Sherry shared her spectacular photos of her trip to Baja California where she and Jeanne spent a lot of time on a fishing boat for natural history tours. They toured Ensenada, San Benito, Laguna San Ignacio (1988 Biosphere Reserve) and other important locations. The purpose of this trip was to see Gray Whales whose migration is 10,000 miles round trip! Mother and baby whales were available and traveled close enough to the boat to touch! Other fauna viewed on the trip were many bird species, schools of dolphins and elephant seals.

Sherry described the importance of this region as a world heritage area, the pristine nature of the lagoon, and that many local jobs are available because of the status of this area.

Everyone enjoyed Sherry's presentation and her photos!

## **7. Retirement planning for Patti Boyer by Deidre**

Desired outcome: department decides how to

Patti is retiring May 8<sup>th</sup>. We will miss her.

Deidre announced that Faculty Appreciation Week Events are scheduled for the week of May 4<sup>th</sup>.

Events will include:

- Monday (May 4<sup>th</sup>) Printing Services will provide snacks
- Tuesday (May 5<sup>th</sup>) pizza
- Wednesday (May 6<sup>th</sup>) coffee and donuts and Taco night
- Thursday (May 7<sup>th</sup>) Printing Services will provide snacks
- Friday (May 8<sup>th</sup> or 15<sup>th</sup>?) will be the luncheon with prizes – Italian food will be served

Plans will be finalized by April 15<sup>th</sup> and RSVPs will be requested.

## **8. Report from department chair's meeting of April 2 by David**

Desired outcome: department is informed of the meeting and has their questions answered.

### Informational only

1. Enrollment management – OK to add classes for Summer for high demand classes, OK to add Spring eight week courses week 9-16 now. Spring has more courses than Fall, try to make next Fall equal or bigger than next Spring. Preferably by adding to Fall rather than by deleting from Spring.
2. Chairs were asked to remind faculty to respond to email from EDC for courses approved pending changes. Karelyn shared the EDC style guide to make sure chairs had a copy.
3. David and Karelyn shared updates on the Histotech Bachelor's degree (see agenda item). PLO..
4. Program level outcomes training/PLO workshop for department chairs at the next chair's meeting. PLOs for each program (degree or certificate) will need to be in the next catalog.

## **9. Review of commitments made**

For next month everyone should think of what need to go into the PIE report.

## **10. Announcements and events**

- April 23 no department meeting. Department movie night for "Monkey Kingdom"? Alison will pick out a restaurant.
  - Next department meeting May 7 food by Carmen and Melissa
  - If interested in FIG, there is a workshop Friday 04-03-2015; 9-12am
  - **Earth Week Schedule:**
    - **Wed: Apr 22<sup>nd</sup>**
      - **Robert John 11:30-12:55**
      - **Christopher Nyerges 1:30-3,**
    - **Thurs: Apr 23<sup>rd</sup>.**
      - **James Adams, 9:45-11.**
      - **12-2 James Stone will have a guest speaker in AG building focusing on President Scroggin's signature on the Climate Change Initiative.**
- (12-1:30 Cal Poly Pomona dealt with sustainability issues. In bldg. 13 otherwise speakers at WLS)

- **EAGLE has a facebook page, twitter acct., instructors please announce to classes to go to EAGLE Facebook for any information about the club or Earth Week**
- **Carola shared the details of a cheating incident that occurred this semester.**