

Biology Department Meeting Minutes August 22, 2014 (Flex Day)

Attendance

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

1. Reconnect Activity by David

Desired Outcome: Faculty catch up on what's going on in each other's personal lives.

- Sarah, gave us a brief description of her trip to France with her family and shared that her daughter Anna has been here for almost 5 years (next week)!
- Betsy and her family traveled to Rhode Island where she saw a mink!
- Cindy Shannon shared that unfortunately, Curt Byer's wife Jean is not doing well.
- Deidre's travels with her family to Northern CA. was a very biologically spiritual experience, but dry! She also met Ron Reel and visited his home during her trip.
- Chris attended the Great Teachers Seminar in Santa Barbara. He had a fantastic time! He also went to Spain for 1 month.
- David and his family went to Sequoia/Kings Canyon where they saw a family of bears and a long tail weasel. They also traveled to Maine to visit his parents.
- Frances has a mother bobcat and her babies on her property!
- Karyn, passed around baggies of aspirin and asked everyone to take a bag as a precaution for anyone having a heart attack.
- Beta has a 100year old Diodore Cedar that has experienced large limb loss. Her son Nick starts at Cal Tech this semester!
- Tim and his family traveled to Bass Lake and back home through Tioga pass. They also went to Nebraska, to the town of Hamlet (that his family founded).
- Cindy Anderson went inline skating in Minnesota in St. Paul, Minneapolis, and Redwing, during the day and at night!

Kashiki thanked the department for our thoughts during the difficult time of her mother's passng.

2. Planning for Celebration of Life of Jim Russell by Lynda

Desired outcome: Department finalizes plans for the celebration.

The Celebration of Life for Jim is scheduled for Thursday, Sept 25th! (During our meeting time)

A few department members were concerned that the repair work on the sink holes in the Wildlife Sanctuary would impact the celebration. But this is probably not a problem at this time of the day.

Desert Willows will be planted. Lynda will browse Theodore Payne and Rancho Santa Ana Botanic Gardens for small trees. Craig and Mark will find a safe place to plant. We need a long term watering plan, and a reliable water source in the mean time. We also need to plan for signage to mark the significance of this area.

Celebration activities: The celebration ceremony will begin at 6:15pm, then we will go to dinner at a local restaurant. Karyn may have family coming.

Karyn, Cindy Anderson, Deidre, Craig, Mark, and Lynda will plan ceremony.

3. Student's First Day at Mt SAC On Course Activity by David

Desired Outcome: Faculty give thought to their role as frontline contact person for students.

Before the On Course Activity, David asked us to share what we remembered about our first day on campus. Then based on faculty responses, he presented us with "Fred's Frustration" a case study from On Course. This was a case regarding a student that is new to campus and who he encountered as he attempted to find his way to a new student orientation. We worked in small groups to those who were responsible for his decision to leave college; Fred and those of the college staff that he spoke to.

The goal of this activity was to remind us of what students must be feeling and think about how we can help that student in a positive manner. How many of us help lost students? We need to think more broadly about our role as Mt. SAC employees.

After this activity, we discussed ways that we can make it easier for students to find their way around.

- We may redo maps that are in the building.
- We should warn students about the traffic issues caused by the road work on Amar. We can contact our students through email. We can "cc" waitlisted students in that email.
- There are urban myths about when we can drop students. It is not true that faculty must wait for both lecture and lab to meet before dropping a student as a no show.
- We need signs on our double doors that clarify bldg 60 vs 11. Classrooms that go north-south (odd numbers), east-west (even numbers)

4. Department Meeting Dates by David

Desired Outcome: Dept. finalizes dates of dept. meetings (Oct. 16 instead of 2, Oct. 23 or 30 or Sept 18 for "hold the date"??)

The Oct. meeting date will be moved due to conflicts:

- Oct 2nd is moved to Oct. 16th.
- Oct. 23rd hold the date. There will be a guest speaker about conflict resolution on one of these dates.

5. Department Scheduling System and PIE process by David

Desired Outcome: Department members are prepared to discuss these at Sept. 11 meeting

Our scheduling system is different then what we are supposed to do. On the posters, before the scheduling meeting, is supposed to be just rooms and times. But we are also currently picking individuals schedules in advance as well.

If what we are currently doing is working for everyone then David would like to make it official. We will discuss this at the next meeting. Scheduling posters will go up early in the semester and stay there to work out schedules and eliminate conflicts.

We will also take a few minutes at each meeting to recognize department or individual accomplishments and do part of the PIE report.

6. Announcements and events

- Next department meeting Sept. 11, food by Carmen and Melissa

7. Other important items

Mark seeks release time for the position: Meek Coordinator, through this position he will maintain the Meek Collection and coordinate events involving this collection.

The department voted unanimously in his favor.

Please turn in resource room office hours to David.

08/27 vp