

Chemistry Dept Meeting Minutes
March 4, 2015 3:00 – 5:00 pm

Present:

Terri Beam	Jenny Chen	Todd Clements	Eileen DiMauro	Kamran Golestaneh*	Kenny Huang
Jenny Leung	Iraj Nejad	Charles Newman	Thang Nguyen	Janet Truttmann	Jody Williams Tyler X
Tatiana Lopez X	Steven Bernard X	Candyce Ramirez X			

X absent, *taking minutes

Item	Topic	Outcome
1	Review/approve Feb 18, 2015 meeting minutes	Minutes were approved as written.
2	Announcements	A new Chem 81 course was added to the Spring Schedule with lecture by Newman and lab by Bernard. It currently has 17 students in it. GEOs are no longer required by the College. Now only ILOs, PLOs, and SLOs are assessed.
3	Chem 20 SLO report	No report. Eileen to send Chem 20 SLO assessment and results by email in advance of next dept meeting.
4	Revision of Chemistry Equivalencies	We agreed to the following language for our Chemistry Equivalency: <i>Bachelor's degree in Chemistry or Biochemistry or a chemistry-related discipline with a minimum of one year of coursework in General Chemistry, one year of coursework in Organic Chemistry, one course of Physical Chemistry, and at least 2 other upper division chemistry or biochemistry courses.</i> AND <i>Master's degree or higher in Chemistry or Biochemistry or a chemistry-related discipline with a minimum of 3 graduate level courses in chemistry, biochemistry or a chemistry-related discipline.</i> OR <i>Equivalent.</i>
5	Chem 50 and Chem 51 course review	Progress was made with each course, and meetings will be held next Wed at 3:00 pm to continue work.
6	Changes to 2015 PIE	Terri explained new changes to PIE, and circulated our new 2015 PIE document, that includes a list of the resources we received last year. Work on PIE to begin in a future meeting. Faculty to start thinking about how to make better connections between SLOs and Resource Requests.
7	American Chemical Society (ACS) - Orange County Section Outstanding Student award	Charlie and Thang volunteered to attend ACS banquet on Wed, Apr 22 at Concordia University to honor our ACS Outstanding Chemistry Student. We will decide on which student at next meeting. Faculty to nominate candidates and email to everyone in advance of next meeting. Charlie to deliver ACS plaque to Robin DeRoo who will give to Allison Gotoh for engraving purposes.
8	Textbook selection	We received 3E Tro Gen Chem textbooks yesterday from Pearson. Faculty to review them for discussion at next meeting. Katherine said to read Preface to view differences between 2E and 3E.
9	Faculty Intern	Vivian Le has requested to become a Faculty Intern for Fall 2015 semester. Charlie and Jenny L volunteered to be her mentor during that semester, provided that Schedule arrangements can be made for everyone involved. Terri to see if a class is available for her to teach.
10	Chem 81 lab articulation	Iraj to initiate discussion with Jamaika Fowler on establishing articulation with some neighboring UC's and CSU's with regard to Chem 81.
11	Chem 40 lab philosophy	We discussed but did not come to consensus on the following ideas: 1) a minimum of 14 experiments to be included in the lab manual 2) format of each experiment can be flexible but must have at least a one inch left margin for 3-hole punch purposes 3) experiments can include or not include pre- and/or post-lab questions 4) introductory material will need to be written (from previous works?) 5) the length of time for all experimental work and data analysis should not exceed a maximum of 2 hours in order to have enough time for introduction of concepts/techniques at beginning of lab and time for assessments/de-briefs at the end of lab 6) content of experiments should have a close connection to COR 7) all experiments are to be in their final form and in portal by a deadline of the 13 th week of the semester in order to be in pool of available experiments 8) selection of which experiments to be included in the manual to be done in/by end of the 15 th week of Spring semester 9) manual to be compiled by end of semester, no work to be done in summer 10) Jenny L to email revised three experiments from Fall 2014, so that we can all work with her at next meeting to revise length of lab time in those experiments
last	Open Mike	Todd asked that people email their availabilities for upcoming adjunct faculty interviews. Charlie showed new STEM posters and asked to present in Chem 51 classes. Terri asked about placing signage on all lab exit doors about cleaning up in lab.

Next meetings: 3/18, 4/1, 4/15, 4/29 (optional), 5/6, 5/20 (scheduling), 6/3 (PIE), 6/10 (optional)