

**Natural Science Division
Division Council Meeting
March 15, 2011**

Welcome

Student Senator, Rebekka Asher, was introduced to the council. Commissioner, James Lo was also introduced. They will be attending the meetings this semester and helping when needed.

Senate Report

J. Shankweiler apologized that the Division Council meeting was scheduled at the same time as the Academic Senate meeting. The division meeting schedule will be revised to avoid this in the future. J. Shankweiler was the Dean's representative at the last academic Senate meeting and so was able to give a brief report. There was a discussion of classroom designs for the new Math/Business/Health Science building. Lars Kjeseth will be completing his term as College Curriculum Chair at the end of the school year. At this time, there is no one to replace him. It is extremely important to the college to have a chair for the College Curriculum Committee.

SLOs

J. Noyes discussed upcoming assessments of SLOs for the spring semester. The due date for the 4-year SLO cycle is approaching, May 24. He noted that the Compton Center needs to be included in the assessments. Starting in the fall, all SLO information, assessments and results, must be submitted online using CurricUNET. The old form will be accepted until the end of the semester. A handout of the all the campus division's status on SLOs was provided.

Curriculum

No curriculum is due for review this semester for our division. A new division curriculum chair is needed for fall 2011.

Budget

The college is preparing for a statewide cut to the community colleges of \$400 million dollars. El Camino College is expected to cut approximately \$7 million next year. Along with other cost saving measures, 190 sections will need to be cut for next year. Efforts are being made to keep fall and spring as intact as possible with about 2 sections cut for fall 2011 and about 50 for spring 2012 across the campus. Only about 20 sections are expected to be offered across campus for the winter session. This is subject to change if the tax extensions are not passed. As scheduling is started for the spring 2012 semester, no overloads will be given.

Success and Retention

Across campus, success rates are improving. Retention rates have remained about the same. Institutional data on success and retention are available on the web and on the portal. Data is available by division, by department, by course and by instructor.

Clubs

Club advisors are to be at the club meetings. If students come to the division office to open the door for the club to meet, they will be sent to find the club advisor.

Temporary Reassignments and Substitutes

If an instructor is going to switch a lecture/lab with another instructor, the office needs to be informed. There is a form for temporary reassignment to help the office keep track of changes. This is the standard across campus, so even though we don't have changes often, we should follow the correct procedure. At this time, there is no funding for substitutes for one class period. If there is a need to miss more than one session it may be possible to get coverage.

Net Ops in LS 134 and Chem 108

Donna Post has the new upgrade for the Net Ops software in the computer labs. She needs some direction on when to proceed on the updates that will cause the least disruption to classes. The consensus is that it will not be disruptive, and so she can proceed at spring break or at the end of the semester, whatever is convenient.

Announcements

- The Natural Science and Math Award Ceremony will be Friday, May 27. This is a week earlier than normal. Rebekka volunteered to help.
- Everyone should have received invitations for commencement. J. Shankweiler has the list of faculty members required to attend this year if you need to know your status. Everyone attending commencement needs to respond to Carolee Vakil-Jessop this week.
- Onizuka Space Science Day in April 30. This year is the 25th anniversary of the Challenger event.
- There is an opportunity to attend a reading apprenticeship workshop over the summer. The workshop is aimed at helping community college instructors with reading literacy in the STEM fields. The STEM grant can support attendance.
- Information will be coming about a Space Research Academy for our students. There will be announcements coming to instructors describing the 2 month research project. Please announce the opportunity to your students.