

CHEMISTRY DEPARTMENT MEETING

Meeting was held on April 1, 2009 at 12:45pm.

Attendees: Peter Doucette, Ana Tontcheva, Flor Delos Santos, Chas Cowell, Robert McLeod, Rob Shibao, Miguel Jimenez and Amy Grant.

Minutes were taken by Amy Grant.

Program Review

The final program review meeting with the campus committee is next week April 4, at 1:00pm in Adm 127. We will cancel our regular department brown bag. Bob, Chas and Jean will attend.

SLO

Rob will turn in Chemistry 1A/1B course level assessment and Chas will turn in Chemistry 21A/B course level assessment. The assessments are complete, the review and paperwork needs to be finalized.

Curriculum

Chemistry 20 needs to be reviewed this semester by early May. Amy will do it.

Equipment

The equipment list for chemistry items must be prioritized. Jean will e-mail us a list. We can prioritize in two weeks.

Student Help

We have 2 Federal Work Study students in the stockroom. You can ask the stockroom (Flor) if you would like the student help clean up or do chores. Bob asked that lecture benches be cleaned in all rooms. Jean asked that the white board ledges be cleaned. Flor asked if student helpers could sub at the window sometimes. Everyone said yes, as long as a technician is nearby.

Awards Ceremony

The Math and Natural Science Division Awards are June 5th. Amy is the organizer for Natural Science. Start looking at your students from past semesters to determine award winners.

Chemistry 1A Manual

There was confusion this week between faculty and stockroom staff over what labs were to be done. The lab manual has one version and the stockroom has a different version. This is very confusing to new faculty teaching the class and makes for more work all around. Miguel feels unused experiments should be removed. Everyone agreed.