

MINUTES - SCIENCE DEPARTMENT MEETING

February 10, 2012
2:00 p.m. - 2:45 p.m.
ROOMS: LEE (G-230), COLLIER (G109), CHARLOTTE (O118)

Facilitator	Peggy A. Romeo
Subject	Monthly Departmental Meeting
Attendees	<p>Full-time: Kurt Donaldson; Roz Jester; Nirmala Prabhu; Bill Dabby; George Manacheril; David Rohrbach; Jed Wolfson; Marius Coman; Lisa Rice-McGarity; Ed Hooks; Connie Allen; Jay Koepke; Cheryl Black; Tina Ottman; Bill Wilcox; Qin Liu; Thep Ayudhya; Mike Witty; Dan McDevit; Marcela Trevino; Henry Hermann; Oscar Rattenborg; Doris Batchner; Theo Koupelis</p> <p>Adjunct: Teju Vala, Helena Kashleva, Thalia Nittis, Joe van Gaalen</p>
Absent	Lyman O'Neal

Discussions

No.	Topic	Highlights
1.	Role of Supervisors	<p>Discussion of role of course supervisors. Each course supervisor will 1) be in charge of organizing committees for textbook selection and 2) be in charge of organizing committees for Common Final Question sets.</p> <p>A suggestion was made that T. Koupelis be in charge of finding out how to obtain a list of all professors teaching each course.</p>
2.	Common Exit Exam	<p>The following list of courses, taught as Dual Enrollment, need a common exit exam for May 2012. Course supervisors will ask for volunteers to help create exam. Courses which need exam include: BSC1011, BSC1011L; BSC1094C; and BSC1051C.</p> <p>Exams are also needed for BSC1010 & BSC1010L. Exams for these two courses were created for Fall 2011 semester, but will most likely require updates. Course supervisors for these two courses will coordinate committees for updating.</p> <p>BSC1005 will also be organizing a committee for Common Final exams.</p> <p>According to our Unit Plans, all sections of BSC1010, BSC1011, and BSC1005 will be using a common set of questions for the final this Spring 2012 semester.</p>
3.	BSC1084C Syllabus Changes	<p>It was decided that changes to BSC1084C syllabus will be tabled for now.</p>

MINUTES - SCIENCE DEPARTMENT MEETING

February 10, 2012
2:00 p.m. - 2:45 p.m.
ROOMS: LEE (G-230), COLLIER (G109), CHARLOTTE (O118)

4.	Science Community of Practice (SCOPE)	<p>The SCOPE Committee Coordinators (Marcela Trevino, Mike Witty, Qin Liu) are requesting suggestions and ideas for our new SCOPE.</p> <p>Suggested SCOPE platform:</p> <ul style="list-style-type: none"> 1)Mentoring Unit Plan <ul style="list-style-type: none"> * Sharing class and lab teaching tools * Open forum 2)Professional development Unit Plan <ul style="list-style-type: none"> * Workshops * Conference report * Paper presentation <p>Questions:</p> <ol style="list-style-type: none"> 1.What is a good day for meetings? 2.Where is a good place for meetings? 3.How frequent for the meetings? 4.What will be the communicating method? <p>Contact of co-coordinators: Marcela Trevino (mtrevino2@edison.edu) Michael Witty (mwitty@edison.edu) Qin Liu (qliu@edison.edu)</p>
5.	Unit Plans	<p>Reminder that the STEM Career Fair will be held March 21, 2012 - as part of QEP Unit Plan requirement</p> <p>Implementation of Common Finals for all BSC1005, BSC1010, BSC1011 during Spring 2012 -- as part of Consistency in Courses Unit Plan</p>
6.	District Textbook Committee	<p>Marcela Trevino volunteered to represent the Sciences in the District-wide Textbook Committee</p>

MINUTES - SCIENCE DEPARTMENT MEETING

February 10, 2012
2:00 p.m. - 2:45 p.m.
ROOMS: LEE (G-230), COLLIER (G109), CHARLOTTE (O118)

Carry Over Items for Next Meeting

No.	Topic	Highlights
1.	Dual Enrollment	Faculty decisions for which courses may be taught as Dual Enrollment
2.	SCOPE Update	Marcela Trevino, Michael Witty, Qin Liu
3.	Next meeting date	Friday, April 13, 2012 @ 2:00.