



Department of Natural Sciences, Health, & Kinesiology

Natural Sciences, Health, and Kinesiology Department Meeting Agenda

Friday, September 18, 2020 at 11:30 am

via Zoom

- Welcome
- Reminders:
 - Syllabi and instructor contact cards
 - Exclusion rosters
 - Personal phone numbers and emails for internal dept. contact list
 - DE certification
 - Ideas and suggestions needed for NSH&K Online Resource Lab
 - Faculty committee work
- Discipline support groups
- Health and Kinesiology meeting with department chair, dean, and college administration
- Sending links to OER resources to the library
- Other topics and/or concerns
- Adjournment

Department meeting dates for Natural Sciences, Health, & Kinesiology – Fall 2020

Friday, September 18th 11:30 am - 12:30 pm

Friday, October 16th 11:30 am – 12:30 pm

Friday, November 20th 11:30 am – 12:30 pm

Friday, December 11th 11:30 am – 12:30 pm

***Note: All meetings will take place via Zoom.**



Department of Natural Sciences, Health, & Kinesiology

September 18th, 2020 (Friday)
11:30 am – Zoom conference

MINUTES

Present members of NSH&K Faculty & Staff:	H. Arrieta, R. Arroyo, J. Bowe, S. Collins-Heads, G. Dan, G. Domenico, R. Estrada, B. Gamble, M. Guevara, F. Jackson, S. Kemble, K. Kim, K. Phan, T. Roberts, G. Skarr, E. Syed, P. Toure, J. Vara, R. Villanueva, P. Watkins
Guests:	None
Date	9-18-2020
Time	11:30 am
Location	Zoom conference
Minutes	Ruben Villanueva

	ACTION	TIME
1. Call to Order: 11:36 am		
2. Welcome and Introduction: Mr. Kim welcomed everyone for joining in on the department meeting.	Sign in & Welcome	4 minutes
3. Discussion Items <ul style="list-style-type: none"> a. Mr. Kim reiterated that the main purpose of our department meetings will center on catching up with one another and checking in to see how everyone is doing. Any department business can be discussed with Mr. Kim by phone call and ultimately confirmed by email. b. Our ultimate goal as a department is to help the students. 		55 minutes

-
- c. Reminders for faculty
 - 1. Submit syllabi and instructor assignment cards to department secretary
 - 2. Submit exclusion rosters
 - d. Exclusion rosters must be turned in on time as it effects campus funding. Eventually the link to submit the exclusion roster will disappear from the faculty portal and if the roster has yet to be submitted, it will need to be submitted manually with admissions and records.
 - e. All faculty and staff are to send the department secretary their personal phone number and email address for the internal department contact list. The list will be used by the department chair and secretary only. Also faculty and staff are to let Mr. Kim know of their communication preference. Mr. Kim prefers phone calls.
 - f. DE Certifications – All faculty are strongly encouraged to complete the two DE certification courses as the emergency blanket DE certification instituted by the state will be withdrawn at the end of the year. If you have taken certification courses outside of the district, please contact the campus DE coordinator, Dr. Travis DuBry dubryta@lasc.edu to ensure the courses taken are compatible with the district.
 - g. The district will notify faculty of their DE certification completion. At this time, all full-time faculty and most of the adjunct faculty in the department are DE certified.
 - h. All faculty and staff are encouraged to share their ideas for improving the Natural Sciences, Health, and Kinesiology Resource Lab offered through CANVAS. This space will serve as a supplemental resource center for all the courses and disciplines in our department. Students can meet with our lab technicians, PE Attendants, and Lifeguard for help with questions in their respective fields. You can send your input and ideas to the department secretary.
 - i. It was suggested linking BeyondLabz and Labster to the resource lab. However some faculty have encountered issues with these two resources from hardware compatibility issues to inadequate lab simulations. While there is no perfect teaching resource comparable to in-class lab work, faculty are asked to get creative and combine the best of all resources to replicate the in-class experience as much as possible.
 - j. Faculty can make recommendations and petition for new teaching resources with any of the following channels: department chair, academic affairs, the discipline committees, and the district academic senate.
 - k. For each of these supplemental teaching resources, software access licenses are purchased. Thankfully there is flexibility in providing estimates for the number of licenses that can be purchased to reflect the fluctuation of enrollment.
 - l. Dr. Erum Syed is the District Academic Senate representative for our department. The senate will have an upcoming summit addressing hard to convert classes on September 25th from 9:30 am – 3:30 pm. All faculty are invited and will receive an invitation via email.
-

-
- m. Mr. Kim asks that the faculty attend the aforementioned summit and all committee meetings similar to this so as to represent the department and share our experiences and input with the rest of the campus and the district.
 - n. Reminder that all full-time faculty are to serve on at least one campus committee as indicated in the AFT contract.
 - o. Discipline Support Groups- since our department is multi-disciplinary, the full-time faculty are asked to lead discipline support groups according to their respective disciplines. The goal of these groups are to create an open space for faculty within each discipline to communicate with each other and collaborate on strategizing the best teaching methods for students. Specific issues that arise in teaching within each discipline can be shared in these clustered groups and more general concerns can be addressed during the department meetings. Adjunct faculty can link up with their full-time faculty colleagues for more information.
 - p. Mr. Kim will contact the campus administration to setup a meeting with the Health and Kinesiology faculty to address the serious concern of smaller class offerings each semester. In anticipation for this meeting, Health and Kinesiology faculty are to confer with each other in the support group to see what courses best would benefit our students in this remote environment and also offer the best prospects for promising enrollment numbers.
 - q. Mr. Kim requests input from the Health and Kinesiology fulltime faculty on what courses our department should offer for the spring semester. The goal is to offer courses that will meet the students' needs and ensure strong enrollment numbers so we can justify offering the courses.
 - r. Faculty that are teaching for the Winter 2021 intercession will be getting a course offer letter from both academic affairs and our department.
 - s. Parisa Samaie of the library requests that all faculty teaching OER courses send her the links to their OER resources so that it can be added to the Library's database of OER resources and appear on their OER website. samaiep@lasc.edu
 - t. Health and Kinesiology Professor Sharon Collins-Heads voiced her concern over the lack of communication and organization with the dual enrollment coordinator, James Mackey, who operates under the authority of the office of academic affairs. This has led to cancelled classes and dual enrollment students having to re-enroll into our health classes. Professor Collins-Heads also noted that the dual enrollment students did not have their books supplied to them.
 - u. Professor Collins-Heads also spoke to the counseling office to reach out about student enrollment and found that many students do not want to take health and kinesiology classes online because they find it too difficult and would rather wait until the campus reopens for in-person classes.
 - v. It was suggested that the faculty themselves conduct outreach activities with the local high schools to increase our dual enrollment numbers.
-

-
- w. Physics Professor Dr. Brian Gamble, reminded everyone the importance of incorporating daily exercise into our routines especially now as working from home can lead to a more sedentary lifestyle. He shared his personal health crisis in overcoming two pulmonary embolisms and urged everyone to please exercise as way to combat the likelihood of experiencing this terrible health danger.
 - x. It was asked if the Bright Star High School, LASC's other charter school that operates on campus, will be engaging with the campus in offering dual enrollment courses. Bright Star does want to have dual enrollment courses with the campus and this will give us a chance to offer more courses.
 - y. The department secretary will share a mockup of the department goals for everyone to review via email which is to go onto our department website. It is at the request of the college president, Dr. Awan that all academic departments have their department goal on their website.
-

4. Adjournment: 12:29 PM

☞ *NEXT MEETING DATE:* Friday, October 16th 11:30 am - 12:30 pm via Zoom

- ***Future Dates:***
 - ***Friday, November 20th 11:30 am – 12:30 pm via Zoom***
 - ***Friday, December 11th 11:30 am – 12:30 pm via Zoom***
-