



Department of Natural Sciences, Health, & Kinesiology

Natural Sciences, Health, and Kinesiology Department Meeting Agenda

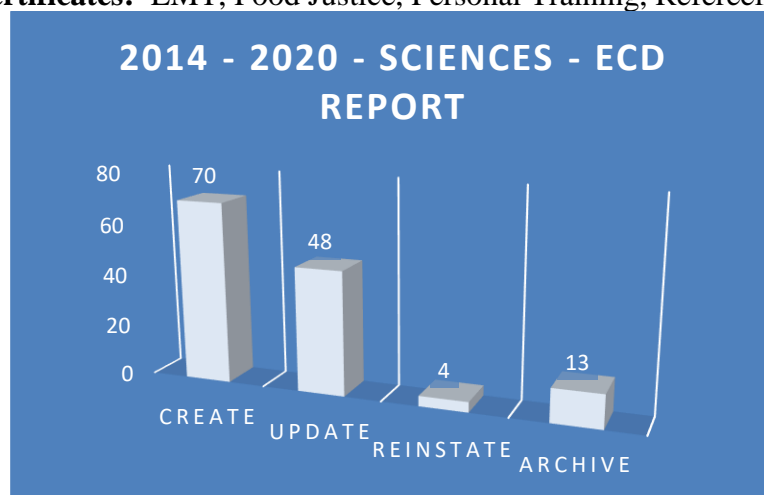
Thursday May 28th, 2020 at 10 am

Zoom conference

School of Science (SoS) **Virtual** Conference Room

Agenda

1. Welcome to our New Chair and Salutations to All 10 min
2. Chair's Report/Report Card 10 min
3. Deans Report 5 min
4. Committee Reports (COVID-19) 10 min
5. Role of the Natural Sciences, Engineering, Health & Kinesiology Department 10 min
 - Increase awareness of current degree and certificate programs in the natural sciences.
 - 5/5/5; 8/8; 16-week offerings e.g. Anatomy/Physiology (8/8). **Remote/Hybrid/Online**
 - Promote transfer of NSHK students to 4-year colleges/universities and explore any new AA/AS degree opportunities. **ADT Report - Degrees** (Biology, Chemistry, Geology, Geography, Physics, Nutrition and Dietetics, Agricultural Plant Sciences, Public Health Science & Dance. **New:** OCEAN; GEOL; GEOG; HEALTH; ASTRON; MICRO 20.
 - **Planned Certificates:** EMT, Food Justice, Personal Training, Refereeing & Lifeguard



- Established partnership with local academic institutions (Drew/HS) and business/industry.
- **Maintain and increase success rates (tied to new funding model -70/20/10).**
- Seek information (LMI) on current career opportunities in the natural sciences and the skills needed for possible certificates and employment.
- Explore avenues and opportunities for increasing student success in the natural sciences
- Movement of EMT to Enhanced Non-Credit
- Future Seminars & Presentations (eg Social Capital)

6. Report on NSHK Faculty. Programs/Disciplines at LASC 10 min
- Faculty Hires - 5
 - Lab Techs - 4, 0.5 new position
 - PE Attendants - 2, 2 vacant
 - Chemistry** and **Geography** (pulled) for new hire
- Update ECD's every 2 years - see graph.
 - Continue developing innovative classes/disciplines
 - Revised Department Goals & Objectives
 - Revised Department Curricula & Activities
 - Biology, Microbiology, Chemistry, Geology, Geography, Health, Physics & Engineering, Kinesiology
7. To do:
- **Future virtual labs and lectures - Discussion** **20 min**
 - Finals
 - Grades
 - Syllabi, SU I/II; Fall 2020
 - DE's not yet submitted
 - Empathy
8. CUTS CUTS CUTS 5 min
9. Lab/Facility Update. Sinks installed. Aerators installed. Faucet dripping fixed. 2 min
10. Adjournment and Words of Appreciation 5 min

THANKS ALL - HUMBLED - KIND MEMORIES



Department of Natural Sciences, Health, & Kinesiology

May 28th, 2020 (Thursday)
10 am – Zoom conference

MINUTES

Present members of NSH&K Faculty & Staff:	S. Ahmadpanah, H. Arrieta, R. Arroyo, R. Bishop, D. Barker, J. Bowe, E. Burchard, S. Collins-Heads, G. Dan, M. Guevara, F. Jackson, S. Kemble, K. Kim, M. Perez, K. Phan, T. Roberts, J. Saint-Paul, G. Skarr, E. Syed, H. Tatum, R. Villanueva, P. Watkins, J. Zuniga Baldenegro
Guests:	L. Drake (Academic Affairs)
Date	5-28-2020
Time	10 am
Location	Zoom conference
Minutes	Ruben Villanueva

	ACTION	TIME
1. Call to Order: 10:01 am		
2. Welcome and Introduction: T. Roberts welcomed and thanked everyone for joining the meeting. He notified the group that this will be his final meeting as dept. chair and introduced the new chair, Mr. Kim.	Sign in & Welcome	12 minutes
3. Discussion Items <ul style="list-style-type: none"> a. Mr. Kim thanked Dr. Roberts for the introduction and commended him on his tenure as department chair. Dr. Roberts' leadership ensured that the department made great strides in offering the best to students through new lab spaces and the build-up of a dedicated staff. These achievements will serve to make a smooth and cohesive transition for Mr. Kim as the new department chair. b. All course ECD's will soon move from the district's curriculum database onto an online curriculum management system called eLumen. According to the 2014- 		60 minutes

2020 ECD Sciences Report posted in the agenda 70 ECD's were created and 48 were updated. Four ECD's were reinstated while 13 were archived. In total there were 135 ECD's presented to the curriculum committee which highlights the department's high momentum to create new courses and programs. (also see appendix on pg. 6)

- c. Dr. Roberts thanked the faculty for working on the drafting the ECD's and creating a wide variety of courses and programs for the department.
 - d. Some of the courses and programs highlighted were Dance Studies, Choreography, Plant Science, Microbiology, Marine Biology, EMT, Public Health, Men's and Women's Personal Health, and Self Defense Skills.
 - e. Heidi Tatum issued a report from the Academic Senate. They congratulated Dr. Jessica Saint Paul on her diligent work to save the health occupation and community health credit courses. Faculty can now pay for their senate dues for July. Any due payments made now will go towards this year and not for the next fiscal year in July.
 - f. Dr. Roberts thanked the department for their hard work in turning the DE Addendums. The goal was met of updating the DE Addendums for both summer and fall. Almost the entire sciences curriculum was updated with new DE Addendums.
 - g. The programs offered from the NSH&K need grater publication as we offer many pathways to degrees and certificates. (Dr. Roberts)
 - h. Dr. Roberts noted the different class scheduling options our department can use to spread enrollment. For example we can three 5-week sessions in a 16-week semester or two 8-week sessions.
 - i. Hybrid and online teaching courses will be relegated to 8-week sessions. Currently we do not have any hybrid courses due to covid-19.
 - j. Dr. Roberts reminded the faculty to please review the gallies as soon as they are released and posted. Especially during the COVID-19 crisis as a lot of changes are happening from day to day.
 - k. It has been the experience of some faculty that 16 week online courses have been tough on student success and retention. After the 10th week attendance drops and so 8-week online courses are a good fit. (S. Kemble)
 - l. Dr. Roberts would like to create a food justice program in addition to the other transfer programs that we have.
 - m. Due to the new funding model that is based off of program completion success and equity rates it is imperative to maintain student success rates and longevity. We lose money between exclusion and census dropping students.
 - n. Call for the continuance of department-hosted workshops and seminars. Last fall the department hosted a seminar that delved into using social capital for student success.
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- o. The number of faculty and staff is growing in the department with the ability to hire more positions such as PE Attendant, Lab Techs, and a Chemistry instructor.
 - p. Reminder to please update ECD's and SLO's every two years and make sure they are in correlation with PLO's and ILO's.
 - q. Continue to develop innovative and creative classes and programs that play to the strengths of our location and student makeup. Our campus has a high number of faculty that hold a doctorate and a great proximity to different industries.
 - r. The issue was raised regarding getting student participation to increase. An instructor reported trying to get more students to participate in discussion either by more Zoom sessions or longer office hours and is trying to find the best arrangement. It was brought up that is it important for faculty to uphold the synchronous activity component in their courses on a weekly basis at least, and that it is properly documented. Maintain active interaction with students and at least attempt to engage.
 - s. Congratulations to the faculty that are diligently working now to attend and complete the DE certification courses. Dr. Roberts reminded faculty that it is imperative for all faculty to be CANVAS certified as long as we are in this remote learning environment.
 - t. With the transition to eLumen approaching, Dr. Saint Paul asked for clarification in regard to any changes in the protocol for adjuncts to propose new programs and courses to the department chair. An email to the department chair will suffice. The formal route is to request the course/program proposal be addressed and voted on to discuss and approve during a department meeting. From there the department chair can submit it to the dean, articulation officer, and curriculum meeting depending if the program is degree or certificate.
 - u. It was clarified that the Dual Enrollment courses give 100% apportionment to the campus.
 - v. Request for faculty to please submit grades on time.
 - w. Request for syllabi at least two weeks before the beginning of each term. Many more students need recent syllabi to use to transfer their completed courses to a university.
 - x. Due to the new remote learning environment it is paramount that faculty clearly designate in their syllabi whether or not their class is remote. If it is remote you must identify your synchronous hours requirement for students to log on. The synchronous time does not have to cover the entire course day and times labeled in the class schedule, as long as it is at least a portion.
 - y. Please submit any outstanding DE Addendums to Dr. Roberts as soon as possible.
 - z. Reminder to please show empathy to students as finals approach and grading starts.
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aa. There will be more cuts to come to the campus which will impact the number of classes we offer and our funding for supplies and materials.

bb. Dr. Roberts wanted to bid a final thank you to all and farewell. ☺

4. Adjournment:

☞ *NEXT MEETING DATE: TBA*

Appendix

2014 - 2020 ECD Report Accomplishments - SCIENCES	
Create	70
Update	48
Reinstate	4
Archive	13
Total	135

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