

MATHEMATICS, SCIENCES & ENGINEERING DIVISION
MEETING SUMMARY-OCTOBER 11, 2019

Present (full time): Marissa Berru-Licon, Robert Botello, Ryan Bronkar, Fran Cummings, Melanie Fierro, Michael Forrest, Hank Fung, Garima Garg, Leah Griffith, Jupei Hsiao, Shirley Isaac, Terry Keller, Allen Leung, Mark Littrell, Krysia Mayer, Greg Miller, Aimee Mindes, Matthew Pitassi, Joseph Rhee, Jay Ribaya, Mutsuno Ryan, Gisela Spieler-Persad, Nguyen Vu and George Wang

Present (part-time): Shirley Chen, Nancy Garcia, Johnny Johnson, Edward Kim, Joyce Low, Ron Mangahas, Claudia Molina, Claudia Ramirez, Lynn Tran and Kelly Tseng

Excused: Robert Bethel (conf); Cameron English (sabb); Lydia Gonzalez (conf); Veronica Holbrook (FT w/FYS); Mathew Koutroulis (sabb); Erin Irwin (FMLA); Gerson Montiel (class); Shelly Spencer (mtg); Chris Vaca (class)

Absent: Alan Archambault

Staff Present: Nanci Parker and Yolanda Ramirez

Vann Priest called the meeting to order at 10:10am

ANNOUNCEMENTS

* MSE Equity Committee--The committee has been working on syllabus templates for faculty to adopt or adapt. They will have a final meeting to post templates on the website. Committee is also working on a division policies and procedures manual.

* Division Budget Presentation--This is the first time that Deans have received the detailed budget. Anyone can see this by looking on the Finance & Business website. Another first was that Deans were allowed to submit their own budget requests. Vann showed a history of line items for our division from 07-08 to 19-20. He also presented a current detailed budget showing the difference between last year and this year.

* The Chemistry department has hired a new full time chemistry instructor that will start in Spring 2020. His name is Theodros "Teddy" Kidane. At the present time he is teaching part-time at Mt. Sac and CSU Fullerton.

* Russell Castaneda-Calleros sent Vann an email about the Latino Male Mentor Program. Russell mentioned that there are 13 students that are majoring in STEM. If you are interested in helping these students get more involved in the STEM classes, please let Vann or Russell know. Vann will send out an email regarding this program.

* Vann will be going to the KDA Fundraiser "A Day at the Races" at Santa Anita Race Track tomorrow. He has an extra ticket if anyone wants it. The first race starts at 10:30am.

DISCUSSION

None

BUSINESS

The division has four motions to approve.

1. Motion to approve BIOL 120 Environmental Biology as an Online Course; it was moved by Mark Littrell and seconded by Jay Ribaya; motion passed unanimously
2. Motion to approve a Certificate of Achievement in Biotechnology; it was moved by Mark Littrell and seconded by Fran Cummings; motion passed unanimously
3. Motion to approve BIOT 130 Fermentation Technology 1 as a new course it was moved by Mark Littrell and seconded by Jay Ribaya; motion passed unanimously
4. Motion to approve BIOT 230 Fermentation Technology 2 as a new course it was moved by Mark Littrell and seconded by Jay Ribaya; motion passed unanimously

Faculty were asking about rooms and space for BIOT 130 and BIOT 230 courses. Vann was thinking of the nearby industrial park buildings. Laura thought that the kitchen area in the campus inn because of its big space and there are already plumbing lines and drains. Funding for the BIOT classes is through the Strong Work Force. The Advisory Committee for BIOT is very active and has a lot of good ideas. Members consist of people from beer companies and biotech and pharmaceutical companies. Students taking the BIOT classes will have a chance to work at microbreweries, pharmaceutical and food companies.

COMMITTEES

Academic Senate:

- a. There are concerns on the hiring process for full time instructors. Faculty were not consulted in the changes to the hiring process.
- b. Applications for Academic Rank are due. Part-time faculty are eligible too.

Curriculum: Any changes or new courses are due in November

Equity: The committee has finalized their mission statement

OUTCOME DIALOGUES (Department Meetings)

Vann advised all departments to keep working on their outcomes and program plans (due Friday, October 18).

UPCOMING DIVISION MEETINGS

Nov. 1, 2019 Unit Plan Review	Mar. 6, 2020
Dec. 6, 2019	Apr. 3, 2020
Jan. 24, 2020 Spring Flex Day	May 1, 2020

ADIJOURNMENT

The meeting was adjourned at 10:55am.

Submitted by Nanci Parker, Instructional Division Secretary