Natural Sciences Chairs Council

January 18, 2023

1:00 – 3:00 p.m.

Attendees: Pantula, McGill, Dabbs, Torner, Yu, Hernandez, Cousins, Chao, Dajani, Todd, Maynard, Tolar-Peterson, Escalante

Approval of Meeting Minutes – Minutes from 1/4/2023 approved.

Announcement from chairs

* Dr. Torner – Physics is conducting faculty interviews and the search committee will meet and send recommendations next week. Faculty are preparing for classes.
* Dr. Yu – Allison Torres started this week as the ASC II for the department. Nursing Department has two faculty searches and full time lecturer. Interviews are currently being conducted. For Spring term, there is a nationwide shortage of nursing faculty. All the classes have been filled with the exception of one course. An ASC I has been recruited and is currently in background check. Dr. Blue submitted a FERP application. Dr. Fangonil-Gagalang received recognition for the All Rise Mentorship program as the one scholar from the program. Currently doing a search for PDC staff position.
* Dr. Dabbs - The faculty searches are going well and they have four candidates coming to campus starting at the end of January and early February. The position is for the Palm Desert Campus. Desree Valenzuela has been temporarily reassigned as the ASC II and the requisition for the ASA II emergency hire is moving forward. Working with Dr. Escalante on dual enrollment for community colleges and CSUSB.
* Dr. Cousins - The biggest problem is the search for the IST II because the current emergency hire appointment will end in six weeks.
* Dr. Chao - The Animal House had some water damage from the rain. The new STEM Cell training starting this Friday. This grant is targeting students much earlier in their STEM career to help their retention. The English learner grant started this month. The department chair positions for both Biology and Chemistry have both been posted this month. Pantula reported there were 24 participants at the CSU Bio-Technology Conference held this past weekend in Santa Clara.
* Dr. Dajani – The department has finalized the on-site interviews for candidates. There are seven candidates beginning January 25 through early February. They hired two new adjunct instructors. They have an external review for Computer Science MS program on January 23. They received continued funding for $52K for AI. Dr. Dajani has an upcoming publication.
* Dr. Todd – The department received a small student success initiative grant. They hired a new lecturer for the department. They will be moving vehicles to locked gates because of recent thefts of the catalytic converters to the Geography vehicles. The department will be hosting a small workshop on the San Andres fault line in the Spring semester. They are now displaying their minerals in the hallways.
* Dr. Tolar-Peterson - They conducted four zoom interviews and will have another group go through diversity check. They also have new adjunct faculty and had difficulty hiring those in the food science field. Their biggest problem was an instructor that did not submit final grades and they currently have twenty-five students without grades. They are currently working on their reaccreditation.

Announcements by Administration

* Tina’s Report

The 16th unit appointments will be forthcoming. Valencia gave an update on the UPEC and Hospitality forms. Valencia has requested departments prepare and submit the student key request justification letters for signature via Adobe sign while Deanna is out.

* Guillermo’s Report
* New SSC Counselors – They have two new counselors.
* New STEM Gym in SSC – New furniture will be installed on Monday.
* New Transfer Cohort Recruitment – They will still be recruiting until Census day.
* Underrepresented Faculty Group Support Initiative Update – There are 15 individuals in the group.
* Investigating Potential of New CC Reverse Transfer Agreements - Dr. Escalante is working with Dr. Dabbs and using Palm Desert as the pilot campus
* Dave’s Report

No report

* Roberto’s Report
* Alumni Relations wants to increase the representation of CNS alumni on the Alumni Board and requested names be sent to him.
* The Dean’s List for the fall semester is in progress and will be shared at the end of the week.
* Roberto will be sending a request the monthly highlights.
* CNS Telecommute Options
* Staff recruitments
* The short list for the ASA II was sent to the Dean and the committee will start the ASC II interview process. Deanna is still out.
* Sally’s report

General Discussion of Course Schedule Planning

* Reducing Course Time Conflicts

Several department chairs shared the strategies they use.

* + Consistency with Roadmaps

As departments build the schedule, they should continue to follow their own roadmaps and review the roadmaps available on the CSUSB website (<https://www.csusb.edu/advising/advising-tools/undergraduate-roadmaps> ). Send any changed roadmaps to Ian Banuelos (ASUA).

* + Deciding which courses to offer in Summer or Winter

When building the Summer or Winter courses, Sally asked how does the department decide which courses to offer? Some strategies shared were:

* + - If a course doesn’t fill in AY, don’t offer it in summer
		- For sequence courses, some offer the second semester of the course in both spring and summer
		- Some departments use Winter Intersession to provide another offering of pre-reqs for courses that will be offered in spring.
		- Some departments offer one core course, one pre-req and one elective in winter.
		- Some departments’ summer schedules contain only service courses.
		- One department is offering CUREs (Course-based Undergraduate Research Experiences) in summer 2023.
		- All required courses should definitely be offered in AY, and may also be offered in summer or winter if there is sufficient demand. There have been student complaints if required courses are only offered in summer or winter and not also in the AY.

Scheduling Update for Spring, Summer, Fall 2023

* + For Spring 2023, the College is at 97% of their target and the university is at 92%. Sally sent out a list of courses filled to the department chairs. Please make sure to accommodate students in spring as much as possible.
	+ Summer 2023 will be state side.
* Sastry’s Report
	+ Summer 2023 will be state side. Kevin Grisham (Faculty Affairs) will contact all the department chairs on the implications and the entitlement for lecturers. This may increase their entitlement and it could be used to meet their entitlement. The efficiency should be the same. The departments should continue to receive summer incentive funds. There is still discussion on the SOTEs. This will be managed by CEGE. They are working on the GIG funding and funding for international students. Dajani requested support from the College for payment to faculty for supervision during the winter and summer intersessions.
	+ The CSU will categorize the CSU campuses based on their enrollment targets. Based on the categories, this will determine the percentage the campuses could have their budget reduced.
	+ The CEGE dean search is almost complete.
	+ CNS will receive their lottery allocation. Some will be used for the start up package. The Dean will review the changes made to the equipment requests.
	+ PDC will have a search for the current PDC Dean position. The model may change on the replacement of the Dean.
	+ Make sure the colleges support the faculty at the PDC and including those that commute between the two campuses.
	+ Reclassifications – Tina will work with the departments on the reclassification form for the Provost.
	+ Encourage faculty to participate in FCE workshops that will be held on Thursday.