Natural Sciences Chairs Council

September 20, 2021

1:00pm – 3:00pm

In Attendance: M. Chao, K. Cousins, K. Dajani, C. Todd, L. Mian, B. Haddock, M. Jetter, T. Burch, J. Torner, G. Escalante, D. Rinebolt, T. Valencia, S. McGill, S. Pantula, R. Hernandez

Guests: S. Sudhakar, B. Owen, J. Sorenson, G. Au, B. Hagen, M. Ahmed, B. Herbert,

Local Administrative Access – Sam Sudhakar

* Dr. Sudhakar explained that concern over the systems being compromised is the reason local administrative access has been pulled back. Additionally 90% of the faculty do not need administrative access. If a faculty member really does need access, there is an exception process. Discussion ensued on scenarios that could be encountered and solutions to address them.
* Dr. Dajani commented that many of his faculty are upset about parking tickets they have received. New faculty were unaware of the need for a permit. This needs to be explained as part of the new hire process. Dr. Chao suggested that each department be given a set number of parking passes which they can then use to address the needs of the department as a temporary solution.
* Dr. Todd inquired if there is a testing center for make-up exams for students who are not allowed on campus, but have not tested positive nor are sick themselves. SSD has not accommodated these students. She also inquired if there was a third party reporting form to report Covid cases. Dr. Sorenson said yes there is a form, but it has not launched yet. She suggested faculty fill out the form with as much information as they have and her department will follow up on it.

Announcements by Chairs

* Dr. Haddock reported that the Kinesiology Department is working on a new advising plan for their students.
* Dr. Dajani reported the School of Computer Science and Engineering is working on their spring schedule. They have received a positive report from ABET that indicated that our computer science program addressed all the deficiencies identified in the previous report and are waiting to receive the report for computer engineering.
* Dr. Cousins reported the Chemistry Department is on the final step of their Tech2 search. She said they may also seek recruitment of another stock room person. Now that Pamela De La Torre has been hired by the Biology Department they also need to hire a grant manager for ISSUES-X and S-STEM grants.
* Dr. Todd reported the Geology Department is actively conducting a faculty search and they are also working on their self-study. She shared that every other week the department is hosting an informal gathering for faculty and students to meet.
* Ms. Rinebolt reminded the chairs that requesting keys for students requires a justification on why the student needs a key. She also reported that we now have access to request keys for FO-227 and FO-230. FO-228 and FO-229 have not been allocated to us yet.
* Dr. Chao reported the Biology Department has finished the first phase of the faculty search and has submitted the first round of qualified candidates. He is pleased that they have some really strong candidates.
* Dr. Mian reported the Health Science Department is currently working on their chair search. So far they have 14 applicants. He also reported that Faculty Affairs has approved the EHS search too. The department is also currently working on Spring 2022 schedule and the role of online and hybrid courses.
* Dr. Maynard reported that because of the No Cost Extension of the A4US grant we were able to hire more advisors. He asked chairs to select a faculty member from their department to participate in the Advising Faculty Learning Community and to notify him who it will be.
* Dr. Torner reported that the Physics Department tried to identify students who were not doing well in their classes prior to census and get them to reach out to advisors for guidance. Some of them have swapped their labs and some of them have dropped classes.
* Dr. Torner reported that the department is holding a colloquium once a month and have invited students doing research to give presentations to freshmen, sophomores and juniors to get them interested in pursuing research in physics.
* Dr. Torner also reported the department will hold a recruitment meeting later today. So far they have 30 applicants in the pool.
* Ms. Valencia reported that she will be meeting with each of the departments’ ASCs to discuss carry over. She also reminded the chairs that faculty with grants (or FLC stipends) need to fill out the overload authorization request form.
* Dr. Jetter reported that the Math Department submitted a MSTI proposal. This will fund early teaching experiences in math/science, as well as support for teachers to participate in a supplementary authorization program in Computer Science.
* Dr. Burch reported the Nursing Department is currently working on a grant for data collection. She also reported the department has two searches going forward for additional faculty.
* Dr. Burch reported that the nursing department has had attrition in the BSN program and she believes this may be due to Covid. The department plans to have more direct interventions with advising.

Announcements by Administration

* Dr. Escalante reported the STEM Center is looking to hire 7 student assistants to work the front desk in the STEM Center.
* Dr. Escalante reported that the STEM Center will be starting the Science Buddy Program soon.
* Dr. Escalante reported he is also busy working on getting someone to be the community college contact person to work on developing beneficial relationships between the community colleges and CSUSB.
* Mr. Hernandez spoke to the chairs about the monitors that hang in the hallways of the BI, CS and CSE buildings that are wired together. He reported that he has access to all 4 of those monitors and can control the content and use of those. There are several other monitors that are stand-alone monitors and are controlled by the department. Some are used and some are not. Mr. Hernandez would like to have a discussion with the “owners” of those monitors to see about sharing content.
* Mr. Hernandez inquired of the chairs about faculty or staff with a Hispanic heritage that would be willing to be highlighted in the college newsletter. Please let him know if you have someone to be featured.
* Mr. Hernandez announced that there will be a remembrance event this December 2nd to honor those alumni who were killed in the shooting at Inland Regional Center. It will probably be held 3 to 5 p.m.
* Mr. Hernandez reported that he has finally received approval of the logo for the new Science Success Center and has investigated where the signage should be placed.
* Dr. McGill reported that winter intersession scheduling is taking place right now. Students will be able to start registering for classes on November 9th. Dr. Haddock inquired if the pay schedule would be similar to summer classes pay schedule – would the salary be contingent upon the enrollment? Dr. Maynard reminded the chairs that faculty can only teach 3 WTUs during winter intersession and thus cannot teach a lecture and lab together.
* Dr. McGill reminded the chairs that WASC requires at least 50% of our instruction be held in-person. She reported that the deans’ council has decided that at least 75% of lower division and GE classes should be held face-to-face and at least 60% of upper division classes should be held face-to-face. Dr. Cousins said even with those numbers it would be possible for a student to graduate with all online classes and thus violate the WASC certification of CSUSB. Dr. Torner suggested that it should be possible to develop an IT solution to keep students from being able to take all online classes. Dr. Todd wondered whether it is fair to place this burden on students.
* Dr. Pantula reported that we will be providing $1,000 in Faculty Development Funds for our full-time tenured track. 50% of that will come from the college and 50% will come from the department. Funds will not be transferred to their class accounts. They will be reimbursed for their expenses.
* Dr. Pantula requested that chairs continue to send him ideas concerning the reduction of equity gaps. He informed them that CNS and A4US can fund some of the proposals that were submitted.
* Dr. Pantula inquired if anyone was interested in a membership to the National Center for Faculty Development and Diversity. If enough are interested we can buy a CNS/Instituitional membership; otherwise we will pay memberships for individual faculty. Dr. Cousins said she had mentioned it to her faculty but no one expressed an interest. The chairs agreed that right now most faculty are overwhelmed by day-to-day issues and don’t really have the time and interest in pursuing this.
* The new PATHs grant will be working with students to create Individual Development Plans (IDPs). An expert on this tool will present the following events:
	+ A general talk for faculty, students and advisers (October 21, 12-1 p.m)
	+ A talk on diversity (October 21, 3 p.m.)
	+ A workshop on how to teach about IDPs (October 22, 10-11:30 a.m. and 1-2:30 p.m.)
* Dr. Pantula inquired about chairs’ thoughts on SOTEs FAM review. Should co-taught courses be SOTEd separately for each faculty member? Should SOTEs be completed online or on paper? Discussion ensured about the advantages/disadvantages of both.
* Dr. Pantula spoke with chairs about the new fundraising campaign that will begin shortly. He wanted to know what the chairs would like to emphasize. He asked for stories that could be shared with donors. He asked chairs to give this some thought as he would like to have this thought out before the end of the year.