

Science and Technology Division Minutes

2.2.2024 1-3pm

1. Welcome
 - a. Ameer will check in with all department breakout rooms regarding evaluations
 - b.
2. **Spring 2024 Instructional Design Support – Allison Hughes, Instructional Designer**
 - a. https://docs.google.com/presentation/d/1jT9SW3PIRkrQW9Ukcf_j4SCGFVxkRl6jZpp5pkadUaU/edit?usp=sharing
 - b. Fall 2023 Survey results
 - i. Most faculty are not familiar with the role of Instructional Designer (72%), but majority felt it would be helpful (75)
 - c. Office Hours Tuesdays 2:30pm-3:30pm
 - d. Offering Consultations 15min quick checking in or question, 30min multiple questions or planning/review session, or 60min deep dive/work session
 - i. Course Design Boosts
 1. 5 ideas to help boost your class flow
 - e. Questions:
 - i. Susan M: on website, Spring workshops status?
 1. Flex day workshops, working on some possible non-flex workshops
 - a. Working on other formats, “Micro workshops”
 - i. 30min asynch workshops to do online at own pace
 - ii.
3. **New Professional Development Forms and Website – Nathan Staples**
 - a. <https://docs.google.com/presentation/d/1rXNstpDWRXDsqOvBIWfdyHqlwCJL75NjZ1qBMDLUc/edit?usp=sharing>
 - b. Remind everyone Professional Development is available as a part of the AFT contract
 - c. Website updated with new information
 - d. PD committee evaluating and awarding PD opportunities
 - e. Main thing to note for conference/trip/workshop/research study
 - i. Short-term – 3weeks or less, submit to dean 30 days before event
 - ii. Long-term – longer than 3wks, deadline for fall semester projects is March 1st.
 - iii. Expenses covered: registration fees, replacement (if sub is needed)
 - iv. \$2500 per fiscal year per application (see website for details)
 - v. Adjunct faculty are eligible for PD funds
 - vi. Important things for application: personal statement (reason for going, proofread) (see website for further details)
 - vii. PD website: <https://canadacollege.edu/professional-dev/index.php>
 1. Questions: how often are long term projects approved
 - a. Many folks bank hours for sabbaticals, but committee tries to approve as many as possible
 - b. Under “Faculty” tab has more examples
 2. How long does repayment take?

- a. About once a month, will get email from Cashier's office when check is ready
- 4. Division Business – See Memo
 - a. Safety Committee update
 - i. COVID isolation period is 24hrs if you are symptom free
 - b. Katie Hasse:
 - i. ASCC officially in session
 - ii. Club Rush on Feb 13
 - iii. Looking to have more of presence on Campus
 - iv. Excited to see everyone and work with folks
 - c. Martin Partlan: Curriculum
 - i. Heads up: if revising course curriculum – statewide numbering system coming down the pipeline
 - ii. Check state website for CID – course descriptors
 - d. Rance – TRABAJO Grant
 - i. Wrapping up last year's report – submission in April
 - 1. Job shadow event, site visits
 - a. Results: students got to experience the work environments
 - b. Looking to improve mentoring aspects
 - ii. Ramki: big priority is to recruit students, will reach out to Erica Reynolds for direct access to Canvas
 - 1. Goal of grant to provide career exploration in STEM area. If student is not currently in STEM, but looking to explore, they are viable candidate for activities
 - e. Camille – CHEM
 - i. Looking to get chem club going (C4), be on lookout for information.
 - f. Attila – Astronomy Club
 - i. Star Party April 12, backup date May 3rd
 - ii. Free food
- 5. Department Breakout Rooms
- 6. **Enrollment and Modality Trends – Karen Engel and Terra Morris**



Student Modality
Preferences Survey S

a.



Science &
Technology Division

b.

- c. Trying to understand modality by various matrix
- d. Breakout of Success rates over 3yrs
- e. Success rates for fall 2023 only
 - i. Data available for all departments in S&T

- f. Ameer: use data to optimize your schedule and modality preferences and happy to work with faculty for specific classes or schedule in general
 - g. Via experience in 10yrs of research in comm colleges: students know they do better face-to-face, but need online courses due to life circumstances
7. Division Business
- a. See memo re: late adds, ZTC
 - b. Census is coming up, make sure you are dropping any students who are not participating in class.
 - i. Interesting to see how folks run HYBR courses - Nathan
 - 1. Good to review at division level and district level and consider all the factors our students may be experiencing
 - 2. Very eager to have that conversation - Ameer