



Health and Safety Sciences

HEALTH AND SAFETY SCIENCES DIVISION MEETING

Monday, March 18, 2019
UH 217
3:30 p.m.

Type of Meeting: Regular
Note Taker: Sylvia Waller

Committee Members:

Full-Time Faculty

Dr. Rona Brynin	Candace Martin
Debra Dickinson	Wendy Stout
Barry Green	Elizabeth Sundberg
Lance Hodge	
Michael Hutchison	
Mary Jacobs	
Marissa Latuno	
Abu Taher Mahfuzur Rahman	

Adjunct Faculty

Timothy Atkerson
Bahareh Beheshti
Rochelle Guardado
Meagan Rinn
Sandra Robinson

Classified Staff

Sylvia Waller

Guest

Martin John Gonzales

Items	Person	Action
I. Approval of February 11, 2019	Gregory Bormann	<p><u>Issues Discussed:</u></p> <ul style="list-style-type: none"> Minutes were approved as written. <p><u>Action Taken:</u> None.</p> <p><u>Follow Up Items:</u> None.</p>
II. Job Placement	Sara Rivas	<p><u>Items Discussed:</u></p> <ul style="list-style-type: none"> Sara Rivas from job placement spoke to the division regarding services available to students to help them acquire employment upon graduation. Is available to present to classes and can also conduct mock interviews with students. Can also help students create strong resumes. <p><u>Action Taken:</u></p>

		<p>None.</p> <p><u>Follow Up Items:</u></p> <ul style="list-style-type: none"> • Can be reached b by email srivas7@avc.edu, or phone 661-722-6300 ext. 6358.
III. Schedule	Gregory Bormann	<p><u>Issues Discussed:</u></p> <ul style="list-style-type: none"> • Block scheduling will standardize times courses begin across campus. <p><u>Action Taken:</u></p> <p>None.</p> <p><u>Follow Up Items:</u></p> <p>None.</p>
IV. Priority of Assignment	Greg Bormann	<p><u>Issues Discussed:</u></p> <ul style="list-style-type: none"> • Each department had to submit a priority list of faculty based on hire date. • Whatever hours were received for previous semesters, faculty members will continue to receive. However, some parts of Kinesiology will be affected by the list. <p><u>Action Taken:</u></p> <p>None.</p> <p><u>Follow Up Items:</u></p> <p>None.</p>
V. Program Review	Greg Bormann	<p><u>Issues Discussed:</u></p> <ul style="list-style-type: none"> • Let Mr. Bormann know if any additional information needs to be added to the program review. <p><u>Action Taken:</u></p> <p>None.</p> <p><u>Follow Up Items:</u></p> <p>None.</p>
VI. Committee Reports	<p>Dr. Glenn Haller</p> <p>Michael Hutchison</p>	<p><u>Academic Senate:</u></p> <ul style="list-style-type: none"> • Looking at Academic Policies and Board Policies. • Calendar changes will be moving forward. <p><u>Academic Policies and Procedures</u></p> <ul style="list-style-type: none"> • Email was sent informing faculty to NOT send courses for current semester. July 1, 2019 eLumin will take over. • AP&P will clean out all courses that have been submitted for review and approval as soon as possible. • Will have a subcommittee for training in eLumin for curriculum review. • If you had other method of instruction/method of evaluation, in curricUNET you could check the “other” box in curricUNET. In eLumin, there is no box. Items will have to fall under an actual area.

	<p>Dr. Rona Brynin</p> <p>Dr. Rona Brynin</p> <p>Dr. Glenn Haller</p> <p>Dr. Glenn Haller</p> <p>Michael Hutchison</p>	<ul style="list-style-type: none"> • There is a hiccup with AB 705 and how students are placed in courses. curricUNET and banner are not communication properly with one another. • Need an AP&P representative to replace Bonnie Curry. • A spreadsheet will be sent out with courses that have not been taught in 2 years. Please review the list and inform if these courses are still relevant or if they need to be revised. <p><u>Accreditation</u></p> <ul style="list-style-type: none"> • No report. <p><u>Distance Education and Technology</u></p> <ul style="list-style-type: none"> • There will be two purges a year done in canvas. All information will be deleted. • In the process of updating the DETC handbook. <p><u>Faculty Professional Development:</u></p> <ul style="list-style-type: none"> • Mentors are needed for spring. <p><u>Information Technology</u></p> <ul style="list-style-type: none"> • No report. <p><u>Honors Committee</u></p> <ul style="list-style-type: none"> • No report. <p><u>Outcomes</u></p> <ul style="list-style-type: none"> • Currently working on action plans and SLO's. • Currently it is not required to keep information on every student. It is acceptable to put all information together by section. <p><u>Program Review</u></p> <ul style="list-style-type: none"> • Most are done with program reviews and there was discussion on how to go forward with reviewing them. The review will be for those who are not in the comprehensive mode. • For any one, division or discipline that has questions, there are workshops that will be available. <p><u>Safety</u></p> <ul style="list-style-type: none"> • First AED/CPR courses have been set up. • The active shooter drill will be on March 19, 2019. <p><u>Strategic Planning</u></p> <ul style="list-style-type: none"> • No report.
VII. Other	Gregory Bormann	
NEXT MEETING DATE: TBD		