

2017-18 “Virtual” Biology Department Meetings (Via email)

9/20/16

Hello Bio faculty,

Today’s meeting is a virtual department meeting. Here are some updates;

1. Dual Enrollment Meeting with DE Instructors
 - a. The BC Biology Department met with two potential DE instructors. Dean Waller and I shared our concerns about the lack of communication at BC.
 - b. The DE instructors are also concerned about their lack of communication with KHSD administration.
 - c. We all agree that we want this to be as successful as possible.
 - d. Kris Estill has volunteered to be our department liaison. She will be compensated.
 - e. We will not move forward with DE until receive clarification regarding our concerns.
2. Dual Enrollment Task Force Meeting (9/19/16)
 - a. Faculty and Department Chairs are frustrated with the lack of communication
 - b. Several departments have DE courses up and running without departmental knowledge/approval
 - c. Still many concerns (Vetting DE instructors, evaluation of rigor and not instruction...)
 - d. Dean Collier and Dean Rodriguez stated that a web site and a DE Handbook will be rolled out soon to answer most of our questions.
 - e. **I left the meeting with very few answers to our questions. I will recommend to our Dean that the Biology Department postpone DE until we receive clarification of BC/DE Instructor/DE student expectations.**
 - f. Next DE Task Force Meeting is Monday October 3 at 1:00 PM in Collins Conference Room
3. Spring 2017 Staff Assignment Sheets
 - a. Look for a hard copy of your Spring 2017 SAS in your box (SE-40) on Wednesday.
 - b. Most schedule requests were accepted by the Dean. Several classes had to be moved due to room conflicts.
 - c. Please contact me ASAP if you see a mistake on your SAS (i.e. Banked/Paid Out overload...)

Have a great week,

Joe

8/31/17

Hello Biology faculty,

Our next department meeting is scheduled for Tuesday September 5th. It will be a *virtual meeting* due to a schedule conflict. Here are the departmental updates:

1. **Temp Lab Tech;** Yvette Sanchez submitted her paperwork to HR last week. We are waiting for HR to complete the hiring process.
2. **Mode-A Evaluations;** Pre-Eval meetings will begin next week. Most of us will either be evaluated or be sitting on an evaluation committee. Please keep an eye on your Outlook calendar to remind yourself of upcoming Mode-A meetings. Reminder; Evaluatees...please see the new contract for new Mode-A forms.
3. **Program Review:** I will be asking for your help next week regarding Program Review. Start thinking about and gather information about...
 - a. Rational for new/additional FT faculty
 - b. Rational for additional staff
 - c. Equipment/Model lists
 - d. Best practices
 - e. Assessment of your courses
 - f. Technology requests (Hardware and software)
 - g. Facilities requests (Office furniture, window blinds, lighting...)
 - h. Requests for Professional Development
4. **Spring 2018 Schedule;** I have placed a hard copy of your preliminary Staff Assignment Sheet (SAS) in your box (SE-40). If needed, please meet with faculty in your area to discuss potential course offerings. Please write "Okay" if your SAS is fine or write your requested class schedule on the SAS. Finding SE lecture halls at 8:00, 9:25 and 11:00 AM are really tough. The quicker you return them to me the better chance you will be able to obtain your preferred time and lecture hall location.

Have a great Labor Day weekend,

Joe

12/1/17

Hello Bio faculty,

Our next Biology meeting is scheduled for Tuesday December 5th. It will be a virtual meeting. Here some items:

- Make sure to submit your grades by December 14, 2017
- Contact the BC Bookstore to ensure that they have received your text requests
- Contact me if you are interested in teaching Summer 2018. 6-week courses start June 11, 2018.
- We will start working on Fall 2018 course schedules in mid-January

Have a great weekend,

Joe

2/6/18

Hello Bio faculty,

Today's department meeting will be a 'virtual meeting'. Here are the updates;

- 1. Starfish Volunteers;** Mark Osea is looking for faculty who are willing to work with him on piloting the Starfish student communication system. Starfish the program that will replace Early Alert. It allows for a lot more student-counselor interaction, and faculty can simply click to on flags to indicate as needed if a student needs help or if the student should be recognized for being excellent at learning. Students can also "raise" flags on themselves when they need help, and they can use a degree planning feature to plan out their courses for their entire degree. Please contact Dean Waller if interested.
- 2. Summer/Fall 2018 SAS;** Look for hard copies of your Summer and Fall Staff Assignment Sheets in your box (SE-40). We were able to meet most of your proposed class schedules. Some schedule had to be revised to meet class availability and departmental need.
- 3. Assessment Committee Representative;** Assessment Committee is one of the most influential committees on campus. We currently do not have a vacancy. They meet at 4:00 PM on the 2nd and 4th Mondays of each month. Please contact Di Hoffman if you are able be our representative; dianthe.hoffman@bakersfieldcollege.edu
- 4. STEM Building Update;** BC has released a map of the proposed new buildings. The new STEM building will be built in the grass area between the SE building and Indoor Theater. There are no plans for demolishing the current SE building. This would allow for retention of lecture halls and class rooms.

Have a great day,

Joe
