

**MNHS Division
Meeting Minutes - March 5, 2008**

Day, Time, Place: Wednesday, February 20, 8:00 to 9:00 a.m.
 Members Present: David Boyajian, Denise Rudy, Patty Deen, Ralph Ferges, Jay Wiestling, Judy Eckhart, Takashi Nakajima
 Recorder: Debra McBrayer

Topic	Information/Discussion	Action/Response
Call to Order		
Approval of Minutes		
Item		
A. IRPs	<ul style="list-style-type: none"> Francis reiterated the importance of the IRP reports. They will be closely examined as departments request hiring additional faculty and purchasing new equipment. 	
B. Curricunet	<ul style="list-style-type: none"> Discussed the Curricunet. Dean has no authorization to edit. Must reject and send back to initiator. The process halts. Ferges would like to see access granted to ADAs for the purpose of checking grammar and proofreading before forwarding it on to the dean. Boyajian would like to see deadline prompts pop up in Outlook. Francis advised group to look at and update learning outcomes and reminded them that each course is on a three-year review cycle. 	
C. Summer Schedules	<ul style="list-style-type: none"> Chairs are being asked to review summer classes and make plans for cuts. After cap is achieved, we pay all expenses for instructors, supplies, etc. needed to conduct the class. Classes with enrollments under 18 will need to be cancelled. No new classes should be offered and non-essential classes (electives) should be cut. Sections should be consolidated where appropriate. 	Chairs start reviewing summer schedule.
D. Shelves	<ul style="list-style-type: none"> Dislike of the dark rolling shelve unit in the display area was expressed. It is too small the large space. More options for display area shelving need to be explored. 	
E. Good News Mathletics Nuclear Operations	<ul style="list-style-type: none"> Area companies are calling requesting student interns. Also, students are participating in external competitions. See the following: Francis received information about a math competition and passed it on to Fariheh Towfiq. She discussed it with students. Excitement grew and various team members talked to organizations and received donations of \$1,500 to cover travel and lodging for the Monterey Bay Mathletics competition. Francis was going to talk with S. Titus to get polo-shirts for the team. The new program for nuclear operations is coming together. Three courses need to be tweaked. A plant tour of San Onofre will be scheduled. Internships will be offered with pay beginning at \$17/hour. Tuition and books will be paid for during the three or four semesters it takes to complete the program. 	
F. Other	<ul style="list-style-type: none"> Sexual Harassment Mandatory Training. Nursing units reduction update. Expect to switch from Associate of Arts Degree to an Associate of Science degree to get the bare bones of Title V. Working with Life Sciences, Nursing may have can come up with a reduction of four units. 	
G. Announcements	<ul style="list-style-type: none"> Deen encouraged people to participate in the upcoming Anza/Borrego Field Course scheduled for spring break. If there aren't enough students, it will be cancelled. 	
Adjournment	<ul style="list-style-type: none"> Meeting adjourned at 9:00 a.m. 	

Next meeting: April 16, 2008