Natural Sciences Chairs’ Meeting

October 7, 2024

1:00 p.m. – 3:00 p.m.

In Attendance: J. Dodsworth, D. Smith, K. Dajani, C. Todd, T. Tolar-Peterson, N. Dabbs, M. Jetter, P. Pattayakorn, D. Maynard, T. Valencia, D. Rinebolt, G. Vigil, G. Escalante, C. Hood, S. Pantula

Approval of Minutes – Minutes of the September 16, 2024, meeting were approved

Information Items –

1. Announcements by Chairs
	* Dr. Jetter reported that the Mathematics Department submitted a proposal to the Chancellor's office for this year's funding under the Math Science Teacher Initiative (MSTI). She thanked everyone who collaborated or reviewed the proposal, including Jeremy Dodsworth, Khalil Dajani and Dean Pantula
	* Dr. Maynard reported that the Physics and Astronomy Department has been reviewing applications for the chair position. They hope to be able to invite 3 candidates to campus for interviews in the next couple of weeks.
	* Dr. Todd reported that the Geology Department had nothing new to report.
	* Dr. Dajani reported that the School of Computer Science and Engineering had nothing new to report.
	* Dr. Pattayakorn reported that the Nursing Department will be celebrating their 50th anniversary this year.
	* Dr. Pattayakorn reported that the department has submitted the CIM proposal.
	* Dr. Dodsworth reported that the Biology Department had lost an ASC due to the budget crisis.
	* Dr. Dodsworth reported that the department is working on the prerequisite curriculum for BIOL 4903. The BIOL 4903 Special Topics: Human Genetics and Genomics will be the same as the BIOL 3050 Human Genetics and Genomics course that is currently going through curriculum committees and will become official next academic year. It will fulfill the "Additional Biological Science" prerequisite for the MSPA program.
	* Dr. Tolar-Peterson reported the Health Science and Human Ecology Department has been working on the curriculum for a Bachelor of Science in Health Science.
	* Dr. Tolar-Peterson reported that the department will be celebrating their 50th anniversary this year. They are planning an event for October 16th from 4-6 p.m. in the Alumni Center.
2. Announcements by Administration
	* Ms. Valencia reminded the chairs that if a department is paying a faculty member a stipend for a special project, a pre-authorization form needs to be submitted so the faculty gets paid in a timely manner.
	* Ms. Valencia informed the chairs that the range elevations have posted. If the department needs a revised appointment letter with the new salary and range listed, please let her know.
	* Ms. Valencia reminded the chairs that the College needs to submit the faculty workload report for Fall 2024. If the College did not receive any notes for faculty above or below 12 WTUs, we will be reaching out to the department chairs.
	* Ms. Valencia informed the chairs that we are experiencing delays in the hiring process. She has reached out to HR to check on the status of pending appointments.
	* Dr. Vigil requested that departments who have not submitted items for Sastry’s Snippets please do so.
	* Dr. Vigil reported that the department facts sheets will be submitted to printing services. He asked them to please make sure their fact sheets are up to date and accurate.
	* Dr. Vigil reported that the zoom interviews for the associate dean position will be held October 10th.
	* Dr. Vigil requested suggestions from the chairs for ideas for the CNS Spring Science Carnival.
	* Dr. Escalante thanked chairs who participated in the WACAC event held last week.
	* Dr. Escalante reported that there were about 60 CNS students who attended the Pan African Open House.
	* Dr. Escalante spoke to the chairs about the upcoming stakeholder visit on October 25th. The event will be held from 9 a.m. to 1 p.m. He asked chairs to try and attend the entire event, but if they are unable to attend the entire event to please be there for at least the 10 a.m. to 11 a.m. part.
	* Dr. Escalante spoke to the chairs about the CNS Preview Day event that will be held on October 26th from 12:20 p.m. - 1:20 p.m. This event is for high school students and college students to learn more about CSUSB.
	* Dr. Escalante spoke to the chairs about the CSUSB Discovery Science Fair that will be held on the main campus on November 8th and the Palm Desert campus on November 9th.
	* Dr. Escalante reported that spring orientations will be held on October 25th, November 8th, November 16th and December 6th. The department specific part of the orientation will be from 3-4 p.m.
	* Dr. Maynard spoke to the chairs about the HSUP dual enrollment program and the responsibilities of the chairs in the program.
	* Dr. Hood informed the chairs that we will be running 3 faculty learning assistance programs funded by grants.
	* Dr. Hood spoke with the chairs regarding an email sent by Dean Pantula concerning spring enrollments. We are forecasted to be short 630 FTEs.
	* Dr. Dodsworth informed the committee that the biology department is considering changing the requirement that a student must pass BIOL 2230 in order to take BIOL 2240. There has been discussion with the faculty about allowing students to take BIOL 2240 even if they have not passed BIOL 2230. This way a student will not extend their graduation date. They will be able to retake BIOL 2230 after taking BIOL 2240.
	* Dr. Hood asked chairs for their thoughts on no longer offering telecommuting to staff since we have lost 3 staff members. There was no consensus on whether to discontinue it. Some chairs want their staff on campus and some felt it would be difficult to ask staff to give up telecommuting.
	* Dr. Escalante shared with the chairs the Engaged Platform dashboard. It shows students who are at risk of not doing well in class. This would allow the department to reach out to the student(s) and offering tutoring or other things that could help them do better in the class.