



**Division of Science and Mathematics**

Meeting Date: Feb. 1, 2018 (Flex Day)

Meeting Time: 9am – 9:50am

Location: room 1803

Present:

| Topic   | Information/Action |
|---|--------------------|
| <p><b>WELCOME AND QUICK ANNOUNCEMENTS (9a – 9:05a)</b></p> <p><b>NEW ITEMS<br/>(9:05a – 9:25a)</b></p> <ul style="list-style-type: none"> <li>• <b>BIOL Building: Phase 1 Update – Ann Kroll</b></li> </ul> <p><b>(9:25a – 9:35a)</b></p> <ul style="list-style-type: none"> <li>• <b>On boarding new FT Faculty: Safety &amp; Orientation Leads Needed – Char</b></li> </ul> <p><b>(9:35a – 9:50a)</b></p> <ul style="list-style-type: none"> <li>• <b>Subdivision Meetings</b> – This time can be used to meet with your sub-divisions to discuss:               <ol style="list-style-type: none"> <li>a. Topics associated with upcoming Full Time hiring (Paper Screening, Interview Questions, Teaching Demo, etc...)</li> <li>b. SU/FA 2018 Schedules/Assignments</li> <li>c. Curriculum/SLOs</li> </ol> </li> </ul> <p><b>Reminders</b></p> <ul style="list-style-type: none"> <li>• <b>Evaluations</b> – FT Tenured Evals not submitted last semester, must be submitted this semester. Please complete PT evals as scheduled (all new PT Faculty must be evaluated).</li> <li>• <b>Submit Census for Regular Term Classes</b> – DUE FEB. 5, 2018</li> </ul> |                    |
| <p><b>Other? – Future items: Division Retirement Party?</b><br/> <b>NEXT Meeting: March 1<sup>st</sup> - To be facilitated by Robert Yest</b></p>   |                    |

**Mission Statement**

*Chabot College is a public comprehensive community college that prepares students to succeed in their education, progress in the workplace, and engage in the civic and cultural life of the community. Our students contribute to the intellectual, cultural, physical, and economic vitality of the region. The college responds to the educational and workforce development needs of our regional population and economy. As a leader in higher education, we promote excellence and equity in our academic and student support services. We are dedicated to student learning inside and outside the classroom to support students' achievement of their educational goals.*