

Los Angeles Mission College – Department of Life Sciences
Meeting Agenda – Friday, October 6, 2017 @ 9:00pm (CMS 214)

FOLLOW-UP

1. Guest speaker series (Par, Steve)
2. Fall SLO assessments (Steve)
3. EEO training, new hiring policy (Steve)
4. Schedules for spring 2018 (all)
 - a. Bio 6 and Bio 7 extra lab sections (Diane, Brian, Steve)
 - b. Classroom assignments (all)
 - c. Turnaround time between lectures (all)
5. Hiring for late start classes, spring 2018 (Steve, Par)

NEW BUSINESS

1. FT lab tech hire to replace Nadine (Steve)
2. White board markers (Steve)
3. Report on Council of Instruction, Chairs and Deans meetings (Steve)
4. Life Sciences curriculum changes – Bio 6, Bio 7, biotech (Diane, Brian, Steve)
5. Biotech hiring request (all)
6. Next meeting?
7. **Stipend for double lectures (petition)**

To do list from Aug 28 meeting:

- ~~1. Steve will reserve CMS 080 on 10/2 and 11/6 from 2:30-4:00 for speakers.~~
- ~~2. Steve will arrange for Mehrdad to speak on 10/2 and Ben on 11/6 (via Erica).~~
- ~~3. Steve will arrange interviews for late start Micro, Anatomy lab.~~
- ~~4. Steve will arrange interview for part-time temporary lab tech.~~
- ~~5. Steve will initiate process to hire full-time lab tech in spring.~~
- ~~6. Steve will contact Kelly Enos to arrange EEO training for full-time faculty.~~
- ~~7. Steve will reserve CMS 214 from 9:00-10:30 for department meetings on 10/6, 11/3, 12/1.~~