

### DEPARTMENT GOALS

For chart below faculty listed in "Persons to Assigned" column are abbreviated as follows: Ryan Babiar (RB), Matt Covill (MC), Scottie Henderson (SH), Susan Lepere (SL), Santos Rojas (SR), Michelle Stieber (MS), Chace Tydell (CT), and Anna Valcarcel (AV).

Ref	Goal	Actions	Completion Date	Person(s) to Assigned
S2 W2 W4	1.Improve success rates and course consistency through creation of new lab manuals	For AP150, acquire images & write content	Spring 2019	RB
		For AP150, work with publisher to format and produce manual	Fall 2019	RB
		For BOT120, create images using class slides	Spring 2019	MC
		For BOT120, acquire new slides as necessary	Spring 2019	MC
		For BOT120, write lab content	Fall 2019	MC
		For BOT120, establish Creative Commons license & format for web and printing through Lulu.com	Fall 2019	MC
S2 W2 W4	2. Increase course success and relevance to students by completely revising the BIO120 lab.	Create new set of lab topics and new lab sequence for topic sequence	Fall 2019	MC
		Revise existing labs & develop new lab activities	Fall 2020	MC
		Revise existing lab manual to reflect course changes & submit to publisher	Fall 2020	AV
		Revised weekly memos for part-time instructors and create an instructor's version of lab manual for lab faculty	Spring 2021	AV
S2 W3 W4 W7 T7	3. Create new microbiology course for healthcare professionals	Verify that a 4-unit microbiology course will fulfil the pre-nursing requirement	Fall 2017	SR
		Obtain training on curriculum component of eLumen	Fall 2017	SR

		Create new course and take it through curriculum committee approval	Spring 2018	SR
W1 W4 W8	4. SLO Assessment compliance	Course leads and course teaching groups collaborate to write meaningful and sustainably assessable SLOs that are integrated with regular class assessments.	Fall 2018	MC
		Revise program level SLOs to be consistent with new course SLOs	Spring 2019	MC
		Establish a schedule for and the practice of assessing and reporting all CSLOs within recommended time frames	Fall 2019	MC
		Develop an easy to use and accessible department level summary of SLO assessment results.	Fall 2020	CT
		Develop a method for all instructors (FT & PT) and/or course coordinators to collect needed assessment data and submit it to eLumen, including training as necessary.	Fall 2020	MS
		Continue to meet with SLO Coordinator to develop assessment practices and solve eLumen problems	Ongoing	CT
O1 W4 T11 T12	5. Create more productive study space for students and reduce the time faculty spend managing tutors and study room use.	Discuss moving tutors to success center, contingent upon success center having space for models	Fall 2018	MC
		Consider having the department computer lab converted to a "quiet" study room. Discuss removal of computers from S130	Spring 2018	SL
		Explore feasibility of having department tutoring in another location with the S	Fall 2018	MC

		building other than the study room to free up study room for use as actual study space		
		Explore and secure funding to purchase a set of models to keep at success center for tutor use.	Fall 2019	RB & SL
W9	6. Resume participation in Teacher TRAC	Develop faculty knowledge of Next Generation Science Standards and develop Teacher TRAC assignment based on/related to those standards	Fall 2020	AV
W2 W4 W5 T7 T11	7. Develop and curate a robust set of student support materials and services	Develop Quizlet study sets for AP120 Lab	Spring 2019	CT
		Develop Quizlet study sets for AP150 Lab	Spring 2019	RB
		Discuss current workshop offerings with success center to assess: --The extent that their current workshops fit our students needs --If existing workshops can be modified to be "biology specific" to better fit the needs of our students	Spring 2019	CT & MS
		Discuss the possibility of developing our own "how to ___ for a biology class" workshops and/or the feasibility of developing online tutorials on "how to study for ___"	Fall 2019	Entire dept.
		Discuss the developing online tutorials or DLA for key topics that span multiple classes (e.g., osmosis and diffusion).	Fall 2019	CT
		Discuss re-offering BIO95 to provide a study hall staffed by faculty members	Spring 2019	MC

		Increase recruitment of BIO120 tutors	Fall 2018	AV
		Discuss student support and preparation programs/models with health science division	Fall 2018	MC & CT
		Investigate the A&P workshops that LBCC Learning & Academic Resources Department provides as a potential model	Spring 2019	MC
W12	8. Improve awareness of career options of biology majors	Collect career pathways and profiles from working biologist (not medical or education)	Fall 2020	MS & MC
		Create slides and/or videos of the career pathways and profiles of working biologists (not medical or education) share in class and potentially post online.	Fall 2021	MS & MC
		Conduct surveys to measure levels of student awareness of career options	Spring 2022	MS & MC
S5 O2 O3	9. Increase number of students are of and applying to BUILD	Increase promotion of CSULB BUILD program with visits from BUILD personnel and Cerritos alumni who are BUILD participants to classrooms.	Fall 2018	SH
		Increase internal promotion of BUILD through class announcements (in-class, web-posting, & email)	Fall 2018	SH
		Increase participation in BUILD instrumentation and methodology workshops via promotion and by instructors personally encouraging select students to participate	Fall 2018	SH

S5 W12 O2 O3	10. Increase student competitiveness for internships.	Identify specific skills that would improve student competitiveness for internships.	Fall 2019	MS & SH
		Design stand-alone workshops for selected skills with award students certificate of completion	Fall 2020	SH
S6 W2 W8 W10	11. Improve part-time instructor awareness of policy and resources, & increase lab-lecture instructor communication	Create Canvas site for part-time instructors with resources and information on college & department policies	Fall 2018	MS
		Survey PT faculty on information they feel is most valuable	Spring 2018	SR
		Survey course coordinators about information PT instructors ask for the most	Spring 2018	MC
		Populate Canvas site with content	Fall 2018	SR
		Discuss method to enhance lecture instructor-lab instructor communication (possible through Canvas) and establish it as department norm	Fall 2018	SH
S7 T3 T5 T6	12. Improve student access to A&P courses	Explore feasibility of appropriately altering AP151 lab so rooms other than S129 can be used for AP151 lab so that S129 can be used for other courses and to increase AP151 offerings.	Fall 2018	SL, CT, RB
		Room availability allowing, re-arrange room use to allow increased A&P lab offerings.	Fall 2018	MC or current Chair
		Advocate for revised priority registration policies when possible.	Fall 2019	MS
W6 T11	13. Improve communication of resources and	Develop clear and informative website for	Fall 2018	MS

	department information with students	Biology Department Determine if this should be done in OUCampus or Canvas		
		Resources Awareness Campaign: compile resources, create slides to show in class, Add content to Canvas or traditional website	Fall 2019	SH
S2 W2 W4 T2	14. Improve success in of AP150 and AP200 by increasing relevance and relatability of course material.	Explore funding or grant writing to obtain an Anatomage table or SynDaver.	Fall 2022	SL, RB, CT
		Revise AP200 lab activities & handouts to utilize Anatomage (or SynDaver) table instead of cat dissections	Fall 2023	RB
		Establish practices for use of Anatomage table (or SynDaver) in AP150 and train part-time instructors on use	Fall 2003	RB
		Determine storage site for Anatomage table (SynDaver) and policy about what other courses and instructors are able to use it	Fall 2003	RB
W12	15. Develop internship opportunities in applied biology and/or field biology	Identify and meet with agencies/programs that could host biology internships in applied of biology (non-medical or education)	Fall 2021	MC & MS
		Develop & pilot internship program model with agencies	Fall 2023	MC & MS
		Identify and contact agencies/companies that could host job shadowing opportunities.	Fall 2021	MC & MS

		Develop and pilot a job shadow program	Fall 2023	MC & MS
T8	16. Determine which Environmental Science degree options to offer and whether or not to develop a BIO105 lab	Meet with Earth Science to discuss Environmental Science program	Spring 2018	AV
		Determine demand for Bio105 lab and if desired pursue IGETC approval	Fall 2020	AV
		Determine room availability for Bio105 lab	Fall 2020	AV
		Determine if we will offer Environmental Science EDT	Fall 2020	AV