



Behavioral & Social Sciences Department

**BSS Department Meeting
Tuesday, March 24, 2015
12:00 – 1:00 p.m., Room 412**

Minutes

<input checked="" type="checkbox"/> Aguirre, Tina (Dean)	<input checked="" type="checkbox"/> Nuñez, Roxanne (Adjunct)	<input checked="" type="checkbox"/> Thelen, Austen
<input checked="" type="checkbox"/> Camillo, Elvia (Recorder)	<input checked="" type="checkbox"/> Patel, Aruna (ADS Coord.)	<input checked="" type="checkbox"/> Wainwright, Mary-Jo
<input checked="" type="checkbox"/> Duva, Mark	<input checked="" type="checkbox"/> Rasmussen, Dahna	<input checked="" type="checkbox"/> White, Kevin (Chair)
<input checked="" type="checkbox"/> Epps, Richard (Adjunct)	<input checked="" type="checkbox"/> Rodiles, Nicole	<input checked="" type="checkbox"/> Wright, Brad
<input checked="" type="checkbox"/> Gretz, Suzanne	<input checked="" type="checkbox"/> Solomon, Lisa	
<input checked="" type="checkbox"/> Jacobson, Eric	<input type="checkbox"/> Soto, Veronica (Liaison)	
<input checked="" type="checkbox"/> Knaak, Manfred	<input checked="" type="checkbox"/> Staton, Robin	

I. Call To Order/Welcome/Approval of Minutes – 11/18/14 (K. White)

The meeting was called to order at 12:10 p.m.

The minutes of November 18, 2014 were approved (M/S/C – L. Solomon/D. Rasmussen).

II. Division Keeping & Discussion (K. White)

- **Strategic Planning Online Updates** – SPOL is a program where all data goes and we are able to access the data. Information is still being inputted. Faculty are responsible for inputting their SLOs. Ideas are still being exchanged regarding the data being collected and how the information will be used in future planning. M.J. Wainwright asked about training for faculty in SPOL. T. Aguirre confirmed that instructors needing assistance should contact Jill Nelipovich individually.
- **Course Outlines of Record (CORs)** – A list of 72 CORs in our department were given to us to check for updates. Counseling is sending those CORs which require immediate changes. Most CORs are in need of textbook updates. Chair White stated that he would take the lead for those who have not volunteered in their disciplines; however, he stated that he may be contacting some individuals for assistance, if needed. He stated that individuals who would like to take the lead in their disciplines, to please let him know. Chair White explained that books should not be older than

5 years and approvals must be submitted through CurricUNET. Dixie Krimm is the contact person for any information.

- **C-ID Course Modifications** – As transfer degrees are submitted to the Chancellor's office for approval, they may be lacking information; therefore, Veronica Soto will contact Chair White or the discipline expert to complete them for approval.
- **Raising Class Caps – Curriculum Committee Action** – Recently, the Deans created a list of courses that they felt cap sizes could be increased from 35 to 40. This was placed on the agenda for Curriculum, but it was tabled. For our Department, there are only two courses, Sociology 101 and Psychology/ADS 120. These are handled case by case.
- **SLOs and PLOs: Discipline Meetings and PLO PowerPoint Presentation** – Some disciplines are meeting, but those who have not, should meet to discuss SLOs. Chair White stated that he would follow-up next week. Chair White stated that there will be changes for a different process in the future. Chair White encouraged individuals to watch the slideshow which he sent via email, regarding PLOs in an attempt to become more familiar.
- **Psychology – Replacement Faculty Update: Search committee** – The Request for a Psychology Hire has been approved, so the search committee is currently being formed. R. Staton expressed her interest.
- **Fall 2015 – New time Blocks and M-R Campus Hour** – At the start of the fall 2015 semester, there will be a new campus hour. It will be Monday - Thursday, 12:50-1:50 PM. Dean Aguirre stated that they are working to designate each day of campus hour to specific meetings. One day would be reserved for department meetings, another day would be for shared governance, one for committee days, etc. Dean Aguirre also reported that Academic Senate will be asking faculty to select their committee prior to leaving for the summer; however, M. Heumann would know more about this. Campus Hour committee is currently looking for a non-administrative Chair.
- **Summer/Fall Book Orders** – E. Camillo is working with faculty on book orders. Chair White reminded faculty to submit their orders.
- **Academic Senate Positions: 2 At-Large Senators Open & Next President-Elect** – The Deadline to submit an application was Friday and Chair White encouraged individuals that are interested in being an At-Large senator. They are thinking about changing the meeting times of the committee to meet 1 hour and meeting 3 times out of the month instead of 2 as it is now. The President elect position is also available.
- **New Student Orientation – Volunteers Faculty Needed: May 9th, 8-1p.m.** – Norma Nuñez asked Kevin to recruit volunteers for a new student orientation. They would like to see various departments have a booth at this event. L. Solomon and A. Thelen stated that they will be there as faculty advisors for their clubs. L. Solomon stated that she could help as a back-up. S. Gretz suggested that a faculty member from the Psychology discipline represent our department given that past experience, most inquiries from students have been about Psychology. M. Duva volunteered to represent our Department.

III. Discussion (K. White)

- **Restructure/Reorganization Plan – BSS Realignment** – Chair White gave an overview of the plan. Dean Aguirre will be moving to Dean of Health & Public Safety. S. Gretz stated that the plan was discussed at Academic Senate and she brought up that ADS would be moving out of our Department. Chair White asked if there was any opposition to the change. A. Patel was opposed stating that there are cross-listed courses in Sociology and Psychology.

M.J. Wainwright asked why there is no Coordinator under our Department. Dean Aguirre stated that it was not discussed as this is negotiable. Discussion ensued regarding comparisons to the different Departments. Chair White stated that he would put this as an item on the next meeting agenda.

- **Online Development and Online Education Initiative (OEI)** – Faculty interested in developing online courses should do that now. Contact Gaylla Finnell. Chair White shared that big changes for online offerings are coming. Most institutions are using a program called Canvas, which appears to be a more user friendly program, in place of Blackboard. At some point we will have to decide what platform we will use. Dean Aguirre stated that faculty would have time for training with the transition, should there be one.
- **Honors Courses for Spring 2015 – Honor's Program Report (attached Pp)** – Chair White sent out an attachment from Robert Baukholt. A summary was sent about what the programs overall accomplishments were for the past 5 years. There was discussion over whether the program would hold permanent. Chair White commended the faculty in our department who participated in the program.
- **2015 ASG Student Awards Banquet – Outstanding Student Recognition – 3/25/15** – The awards banquet is scheduled for June 05, 2015. Chair White encouraged everyone to submit student names by tomorrow. L. Solomon stated that Student Affairs realizes that all requests were made early this year and they will look at this issue next year.
- **Liberal Studies Program now with BSS** – Chair White announced that the Liberal Studies major is now under the Behavioral and Social Science Department.
- **Collaborative Summer History** – S. Gretz announced that El Centro High School District and I.V.C. are developing a joint program that will be launched this summer. High school juniors and seniors will take college courses on the high school campus and receive 6 units of college credits at the completion of the 5 weeks.

IV. Cengage Mindtap Demonstration: 10 minutes – (Ric Epps)

Chair White stated that due to time constraints, the demonstration would be the first item at our next meeting. M. J. Wainwright stated that she would rather not have this as an agenda item for our Department meeting. Chair White stated that R. Epps could schedule a demonstration for only those interested.

V. Other Items (K. White)

Student Success will be added on to the next meeting agenda.

VI. For the Good of the Order:

E. Camillo thanked everyone for the well wishes and gifts while she was out on medical leave.

Please mark your calendars:

Spring 2015

April 28

Adjournment:

The meeting was adjourned at 1:02 p.m.