



## Behavioral & Social Sciences Department

**BSS Department Meeting**  
**Monday, November 14, 2016**  
**12:50 – 1:50 p.m., Room 412**

### Minutes

<input checked="" type="checkbox"/> Barrios, Dianamelissa	<input checked="" type="checkbox"/> Knaak, Manfred	<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 type="checkbox"/> Drury, Dave (Dean)	<input type="checkbox"/> Reyes, Barbara	<input checked="" type="checkbox"/> White, Kevin (Chair)
<input checked="" type="checkbox"/> Duva, Mark	<input checked="" type="checkbox"/> Rodiles, Nicole	<input checked="" type="checkbox"/> Wright, Bradford
<input checked="" type="checkbox"/> Epps, Ric	<input checked="" type="checkbox"/> Solomon, Lisa	<input checked="" type="checkbox"/> Kitzmiller, Jill (Guest)
<input checked="" type="checkbox"/> Gretz, Suzanne	<input checked="" type="checkbox"/> Soto, Veronica (Liaison)	<input checked="" type="checkbox"/> Martinez-Inzunza, Everardo (Guest)
<input checked="" type="checkbox"/> Herbert, Robert	<input checked="" type="checkbox"/> Staton, Robin	

#### I. Call To Order/Welcome/Approval of Minutes – 10/10/16 (K. White)

The meeting was called to order at 1:00 p.m.

Chair White amended the Agenda to adjust the order.

The minutes of October 10, 2016 were approved (M/S/C – L. Solomon/R. Epps).

#### II. Department Business (K. White)

- **Potluck Lunch** – Chair White invited all present to partake in the potluck dishes provided by all who volunteered.
- **Program and Discipline Brochures (Template)** – There are brochures from other departments around campus. He encouraged faculty to think about a brochure for our department in the spring.
- **Distance Education Update – Austen Thelen** – A. Thelen stated that Blackboard will no longer be used; therefore, any content in Blackboard that they would like, should be saved to a back-up file in spring. M. J. Wainwright would like the D.E. committee to send instructors instructions on how to save their contents. There are trainings available on 1/09/16 and 2/02/17 through At One “Intro to teaching with Canvas.” DE Coordinator, X. Tirado is available one to one for one hour and walk-ins in Rm. 2724 lab.
- **ADS Name Change – Addiction Disorders Studies** – Alcohol and Drug Studies has officially gone through the Curriculum Committee to change its name to Addiction Disorders Studies.

- **Clicker Issues (Lost, Misplaced, Unidentified)** – The department is looking to find a new way of labeling the wireless presenters as they have been getting misplaced.
- **2017-18 Academic Scheduling** – Final input will be on Friday 11/18/16 and it will go out to the different disciplines for review.
- **Media Supplies** – Chair White announced that instructors who need books or videos should submit them for ordering.

### III. Discussion (K. White)

- **Starfish – Presentation by Diana Barrios and Everardo Martinez-Inzunza, Dean of Student Affairs and Enrollment** – D. Barrios gave a brief overview of Starfish and its function. Students receive 3 flags when displaying low grades, poor attendance and such. The Student Support Specialists contact student via email. The student then meets with the specialist and is referred to the counselor or support service depending on their individual need. There will be an emphasis on instructors to utilize Starfish. Discussion ensued regarding some of the issues instructors are having with the overall program.
- **SLO/PLOs & SPOL** – J. Kitzmiller announced the SPOL trainings being held in the Library on 11/30, 12/05, and 12/09 during campus hour. Approval from the accreditation team was made to limit the assessments to 1 SLO per class. This will assist with the report writing and better tracking overall. Rubrics for grading SLOs will be different. Tracking will take in the spring 2017 to assess in the fall of 2017. Any reduction in SLOs from the various departments will require an update to the Course Outline of Record (COR). In fall 2017 the data will be documented and a plan on what to do with the data will be in action.
- **Campus Hour** – S. Gretz announced that the urgency to change campus hour has been postponed until the 2018-2019 academic year.
- **Open Educational Resources** – The state is looking to offer degree programs. L. Solomon will have more information in February 2017.

### IV. Other Items (K. White)

#### Meeting Schedule 2016-2017:

##### Spring 2017

March 13<sup>th</sup>

April 10<sup>th</sup>

May 8<sup>th</sup>

#### For the Good of the Order:

Annual Las Primeras Award – Chair White congratulated N. Villicana, POLS adjunct instructor for being honored by MANA as one of three Latinas. She is currently the Community Development Directory for the City of El Centro.

Inside/Out Program Award – A. Patel announced that the Inside/Out program is receiving a Challenge Award for 2016. The ceremony will take place at the Courthouse on November 22, 2016.

**Adjournment:**

The meeting was adjourned at 1:54 p.m.