



Behavioral & Social Sciences Department

**BSS Department Meeting
Monday, April 10, 2017
12:50 – 1:50 p.m., Room 412**

Minutes

<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 checked="" type="checkbox"/> Pipkin, Joseph	<input checked="" type="checkbox"/> White, Kevin (Chair)
<input checked="" type="checkbox"/> Duva, Mark	<input checked="" type="checkbox"/> Reyes, Barbara	<input checked="" type="checkbox"/> Wright, Bradford
<input checked="" type="checkbox"/> Epps, Ric	<input checked="" type="checkbox"/> Rodiles, Nicole	<input checked="" type="checkbox"/> Dr. Nick Akinkuoye (Guest)
<input checked="" type="checkbox"/> Green, Marcus	<input checked="" type="checkbox"/> Solomon, Lisa	<input checked="" type="checkbox"/> Kevin Howell (Guest)
<input checked="" type="checkbox"/> Gretz, Suzanne	<input type="checkbox"/> Soto, Veronica (Liaison)	<input checked="" type="checkbox"/> Kayla White (Guest)
<input type="checkbox"/> Knaak, Manfred	<input checked="" type="checkbox"/> Staton, Robin	<input type="checkbox"/>
<input checked="" type="checkbox"/> Navarro, Raul	<input checked="" type="checkbox"/> Thelen, Austen	<input type="checkbox"/>

I. Call To Order/Welcome/Approval of Minutes – 11/14/16 (K. White)

The meeting was called to order at 1:10 p.m.

Chair White welcomed all in attendance including guests Kevin Howell and Dr. Nick Akinkuoye.

The minutes of March 13, 2017 were approved (M/S/C – L. Solomon/R. Epps).

II. Department Business (K. White)

- **Potluck Lunch** – Those who provided potluck dishes for the meeting were thanked.
- **Fall Schedule Update** – The Deans are making adjustments to the schedule and it is anticipated that the completion will be mid-week.
- **ADS Instructor – Search Committee** – The first round of interviews were completed and hiring is in process.
- **Discipline Meeting Updates** – Specific items should be covered in meetings:
- **COR Updates** – Need to be updated. **Class Caps** – Increasing caps from 35 to 40 or 40 to 45 should be discussed according to the rigor of the course and the way the course is taught. **Large Capacity Classes** – One year ago, specific courses were designated as large capacity courses. M.J. Wainwright stated that it is the instructor's choice to teaching large cap courses and courses which have not reached 26% as of the Census Date would receive additional compensation. Going over cap, hurt other courses. **Pathways** – Pathways should be reviewed for accuracy as the Counselors use these to assist students with their educational plans. **ASG Student Recognition** – An email was sent

with the deadline of April 14, to nominate an Outstanding Student per Discipline. The Awards ceremony is June 02 at Club Lohoo. **Online Course Development** – The protocol for online course development was disseminated. Most disciplines have 1 or 2 online instructors; however, the Psychology discipline has 4 interests. Proper protocol was not followed; therefore, Chair White would like to restart the process. The PSY department will review which courses in their discipline are best suitable for online course development. Once courses are chosen, Chair White will email all instructors for a list of interested instructors wishing to develop online courses. **Brochures** - Disciplines were encouraged to create a brochure to distribute at various campus functions. **Minutes & Notes** – Disciplines were reminded to keep minutes or notes of their individualized meetings for Accreditation purposes.

- **Media Supplies** – There is still time to order. There is approximately \$900 in both the Behavioral and Social Science media accounts.
- **Book Orders: Summer & Fall 2017** - The deadline for submitting book orders for Summer and Fall 2017 is April 15, 2017.
- **Open Education Resources (OER) Update - Lisa Solomon** – An ad hoc Committee for Open Education Resources has been assigned to determine how a ten thousand dollar grant would be allocated over the next 4 years. The committee would like to offer a workshop this semester and instructor input on discuss topics are appreciated. Instructors should email L. Solomon.

III. Discussion

- **SLOs, PLOs, & SPOL – K. Howell** – K. Howell created a tutorial video on how to include SLO material into the SPOL program. SLOs should be completed every 3 years. A push to limit SLOs to 1 or 2 to reduce the amount of data that is uploaded into SPOL. Dr. Jerek Janio of Santa Ana Community College will be invited to a workshop and K. Howell asked for input on a date which would work well with instructors. The consensus was October. Dr. Nick stated that the Self Study report is currently being written. He reminded everyone that collecting and analyzing data should take place and be documented. The deadline to exhaust monies is October 30. Information should be inputted as soon as possible with no rush. M.J. Wainwright shared part an article which she read pertaining to SLOs being phased out. The Interim Director of the ACCJC, Dr. Richard Winn states that the SLO paradigm is not an appropriate area of emphasis and will be phased out. Dr. Nick stated until our college is notified we would continue. PLOs should be checked for accuracy. SLOs should support PLOs.

IV. Other Items (K. White)

- **CAADE 2017** – A. Patel announced that nine students will be attending CAADE 2017.

Meeting Schedule 2016-2017:

Spring 2017

May 8th

For the Good of the Order: No reports

Adjournment: The meeting was adjourned at 1:49 p.m.