



## Behavioral & Social Sciences Department

**BSS Department Meeting**  
**Monday, March 12, 2018**  
**12:50 – 1:50 p.m., Room 412**

### Unapproved Minutes

<input checked="" type="checkbox"/> Camillo, Elvia (Recorder)	<input checked="" type="checkbox"/> Knaak, Manfred	<input checked="" type="checkbox"/> Solomon, Lisa
<input checked="" type="checkbox"/> Drury, Dave (Dean)	<input checked="" type="checkbox"/> Minor, Monica	<input checked="" type="checkbox"/> Soto, Veronica (Liaison)
<input checked="" type="checkbox"/> Duva, Mark	<input checked="" type="checkbox"/> Navarro, Raul	<input checked="" type="checkbox"/> Staton, Robin
<input checked="" type="checkbox"/> Epps, Ric	<input checked="" type="checkbox"/> Patel, Aruna (ADS Coord.)	<input checked="" type="checkbox"/> Thelen, Austen
<input type="checkbox"/> Gretz, Suzanne	<input checked="" type="checkbox"/> Reyes, Barbara	<input checked="" type="checkbox"/> Wainwright, Mary-Jo
<input checked="" type="checkbox"/> Howell, Kevin (Guest)	<input checked="" type="checkbox"/> Reyes, Gilberto	<input checked="" type="checkbox"/> White, Kevin (Chair)
<input checked="" type="checkbox"/> Ketchum, Monica	<input checked="" type="checkbox"/> Rodiles, Nicole	<input checked="" type="checkbox"/> Wright, Bradford

#### I. Call To Order/Welcome/Approval of Minutes – 11/13/18 (K. White)

The meeting was called to order at 1:02 p.m.

The minutes of November 13, 2018 were approved (M/S/C – R. Epps/A. Patel).

Chair White welcomed all.

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

1. **SLO/PLO Update: Kevin Howell** –The SLO link is currently located under Campus Committees on the IVC website. Kevin Howell spoke to Omar Ramos about moving the link on the alphabetically correct category in the drop down menu. Instructors will now fill out forms online and he will input the information into SPOL. The result and improvement section of SLOs are now needed and should be completed within a 3 year period, as the Accreditation team looks at this. He and Dixie created a spreadsheet to show the progress by Department. Prior to completing a PLO, be sure all classes have been completed. Fewer than 3 SLO assessments may be completed. If assessing 1 to 3 SLOs, 1 form may be used for all; however, each SLO assessed, should be added to the Data Section. We are behind on PLOs and these need to be completed.
2. **Chair Election** – Chair White stated that Dean Drury has a different plan of conducting the chair elections. Dean Drury stated that he'd like to conduct the elections at the next Department Meeting, since the results will affect the fall schedule selection process. He can conduct the election by form of ballot or online. An absentee ballot would be available for those unable to attend

the next Department meeting. Dean Drury stated that those individuals thinking about running for chair can declare their candidacy by Monday, March 26. Chair White suggested that each candidate could give a statement at the meeting and voting would also take place.

3. **New Faculty Search Committees** – Monica Minor was introduced and welcomed to the Psychology Discipline. There were more than forty applications for Political Science alone and many more in the other disciplines also. This week the committees will be screening applications. M.J. Wainwright stated that the descriptions advertised are very vague or general. The various disciplines on campus have specializations. Dean Drury stated that he has spoken to C. Dougherty regarding this issue.
4. **Course Selection Process/Deadlines – Summer and Fall** – Chair White stated that the summer schedule was sent out for selection and is due March 15. Book orders will be coming soon. The final fall schedule will be out soon. Dean Drury would like to send the fall schedule out after Chair elections.
5. **Department Supplies** – Department supplies are available to anyone who needs them.
6. **Distance Education Updates** – A. Thelen stated that PSY, COUNS 120, EDUC 200 are some classes that the committee is looking to offer for online course delivery. Academic Senate is voting on a password policy and wanting it mandatory for employees to change their passwords every 180 days. A vote was taken and the consensus was a No vote, where the majority of instructors were not in favor of having to change their passwords.
7. **PPIS and Media Resources/Purchases** – Chair White stated that there is currently \$810 in media resources and explained to instructors requesting video or other media to make sure the Vendor accepts purchase orders. He stated that there is currently \$24,522 in PPIS monies to purchase items over \$500, under \$5,000. Monies must be spent by June 30. If there are no items needed, the monies will be used for desks to furnish rooms in the 200, 300, and 800 buildings.
8. **Performance Funding Update** – Dean Drury stated that Sacramento is collecting data on growth patterns. IVC will finish the 2017-2018 academic year with 7.75 to 8 % growth. The Math & Sciences Division has accounted for about 60% of IVC's growth. Dean Drury congratulated the BSS department for being a large part of that growth.

The new funding formula for California Community Colleges is looking very favorable for IVC, as it looks to be almost \$6 million more than we are currently receiving. If this amount includes Categorical Funds, IVC would see a 3 to 4 million increase. Twenty five percent of the new funding formula is based on student success rates. So moving forward, student success will be even more important.

### III. Discussion

- **Campus Hour – Austen Thelen** – A. Thelen stated that campus hour passed and will be Monday and Wednesday, 2:40 PM to 4:05 PM beginning fall 2019.
- **Discipline Reports**
  - **ADS** – A. Patel announced that she will be receiving a Leadership Inspirational Award from Sure Help Crisis Center. Inside/Out is moving to a new building. Her concerns are that they may not be able to accommodate thirty students. Thoughts were that they offer the class to only 12 students versus 15 now, or open two PSY classes.

- **ANTHRO** – M. Knaak stated that he could use the PPIS monies available. He has 3 exhibits in the 2700 building and he'd like to add materials pertaining to Evolution and Archeology.
- **GEOG** – A. Thelen announced that he's teaming up with POLS to develop a Global Studies ADT.
- **HIST** – MJ Wainwright stated that there will be a new hire soon.
- **POLS** – A new hire is also in the near future.
- **PSY** – M. Duva stated that they had their first discipline meeting last week. There are issues and R. Staton stated that they are working on articulation with SDSU.
- **SOC** – B. Reyes stated that she is planning on having the first meeting this semester. Classes are very impacted. She is teaming up with J. Rangel and various others to create a Chicano Studies Program.
- **EDUC 200** – V. Soto and A. Morris met. A. Morris is working on a Hybrid course while V. Soto on an online course.

#### **IV. Other Items (K. White) – Potluck!**

**Department Meeting Schedule 2017-2018** – Chair White asked instructors to make a note of the last two Department meetings.

**For the Good of the Order:** Chair White congratulated everyone on a job well done.

Dean Drury shared that there are issues with the Prison program and Department scheduling. He's hoping there is more communication in the future. More students are interested in large quota classrooms.

**Adjournment:** The meeting was adjourned at 1:56 p.m.