



Behavioral & Social Sciences Department

**BSS Department Meeting
Tuesday, October 09, 2018
4:30 – 6:00 p.m., Room 412**

Minutes

<input checked="" type="checkbox"/> Barcroft, Shawn	<input checked="" type="checkbox"/> Gretz, Suzanne (Dept. Chair)	<input type="checkbox"/> Solomon, Lisa
<input checked="" type="checkbox"/> Camillo, Elvia (Recorder)	<input checked="" type="checkbox"/> Knaak, Manfred	<input type="checkbox"/> Staton, Robin
<input checked="" type="checkbox"/> Cauchon, Steven	<input checked="" type="checkbox"/> Minor, Monica	<input type="checkbox"/> Thelen, Austen
<input checked="" type="checkbox"/> Drury, Dave (Dean)	<input checked="" type="checkbox"/> Patel, Aruna (ADS Coord.)	<input type="checkbox"/> Wainwright, Mary-Jo
<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 type="checkbox"/> Rodiles, Nicole	

1. Introductions – Dr. Christina Tafoya/Approval of Minutes – 08/10/18 (Chair Gretz)

The meeting was called to order at 4:34 p.m.

Chair Gretz stated that Dr. Christina Tafoya may stop in to say hello.

The minutes of August 10, 2018 were approved as presented (M/S/C – M. Duva/M. Knaak).

2. BSS Department Meetings (Chair Gretz)

Chair Gretz reminded everyone of the next Department meeting on November 13. At the last department meeting she mentioned having a holiday party in place of a department meeting on December 04. She will be sending an email regarding the sentiments. A planning committee to including Chair Gretz, E. Camillo and anyone who would like to help, will be working on this. M. Minor volunteered to be on the committee.

3. Large Quota Classes – New Procedures (Chair Gretz)

Dr. Tafoya will be handling large quota classes differently than we typically have. All classes have been reset to regular quota, and she will decide which classes will be increased to large quota, as students register for classes. Chair Gretz reminded instructors that it is their choice to teach a large quota class. She asked Dr. Tafoya to send out an email of her plan for this, and when she does, the information will be passed along.

4. Program Reviews (Chair Gretz)

Program Review is completed every year. Each program completes a comprehensive program review, once, every three years. This year the four programs due for a comprehensive program review are, the Behavioral Science degree, Elementary Education, Geography, and Sociology. These were originally due November 30 and may be moved to October 31. Chair Gretz just received the data. In addition, every program has to complete a yearly update. She will need the various discipline's feedback in order to complete these tasks, including the budget, and budget enhancements.

5. Program Brochures & Department/Program Representation (Chair Gretz)

A program brochure for our Department was discussed. If there is more than one person in each discipline, Chair Gretz will ask one individual to take the lead. She will ask E. Camillo to send out a template. On the brochure, include explanation of what your discipline is, it should have a short description on the types of careers, and standard information included. These will be made available during outreach events.

6. Department Reports

(S. Gretz) – Working with a team to create a Chicano Studies major here. There's a possibility that the work will be completed so that it may be offered by next year. Since, it is being offered at the SDSU's main campus, the team is working so that our students are able to successfully transfer with no issues.

A. Thelen and R. Epps are working on a Global Studies major. Law and Public Policies major is another ADT, which we do not have on campus, and Chair Gretz will look into its development using our existing courses.

ADS (A. Patel) – There are many changes transpiring and she is awaiting R. Staton's return to speak to her. She spoke to a CAADE representative regarding their requirements for Accreditation, and will have to add a Case Management class. She is working on completing this by the end of the semester. CAADE is no longer certifying alcohol and drug students. CCAPP (California Consortium of Addiction Programs & Professionals) is the organization who most agencies are using for certification. She will be attending a conference for CCAPP and would like to organize a workshop for graduating students, upon her return. Chair Gretz added that they are working on removing cross-listed courses where courses are academic and career educational courses, and separating them. Students are currently receiving credit for a course where the instructor does not meet minimum qualifications.

ANTH (M. Knaak) – He has a nice collection of colored lithographs of the Mexican/American boundary survey that he may use the share in the 2700 building displays.

HIST (S. Gretz) – New History instructor is adjusting to our student population, otherwise business as usual.

POLS (R. Epps) – A meeting is scheduled with the part-timers. They are looking at expanding the major to make it more robust, since there is only one class offered. This will help the Global Studies major. They are also working on expanding the distance education selection to more than two courses.

PSY (M. Duva) – R. Staton has been out on medical leave. M. Duva asked about the Statistics course and about prerequisites from the California State Legislature. Chair Gretz stated that there are changes being made to the Math and English

pre-college requirements through Assembly Bill 705, Accelerated Remediation. This would remove prerequisites, so that a student coming to college, is assumed to be ready for college. The college will be abiding with the requirements from state law. Dean Drury added that the idea is to reach out to the high schools to offer a support course to assist in preparing the students for placement. Currently, there are many unknowns, but there will be empirical data from the first couple of years.

SOC (B. Reyes) – She will meet with part-time instructors to discuss books and classes. She is assisting with the Chicano Studies major.

7. Accreditation (Chair Gretz) –

- a. Site Visit will be March 2019.
- b. All CORs need to be reviewed, and any minutes should be sent to Dixie, so that she can make a quick update. Some CORs may only need textbook revisions. Chair Gretz will send an instruction sheet.
- c. Chair Gretz has received information on what to do with the SLOs and PLOs. In many cases, the SLOs are old and need to be updated, since there have been no updates in two years. SLO is the course level and PLO is the program level, and every course level should lead to program level outcomes. Chair Gretz will send out Kevin Howell's email. Dixie Krimm stated that updates to SLOs in Curriculum need to be made.

8. OERs/Textbooks/Student Resources –

No discussion was made for this agenda item.

9. Questions/Comments/Concerns –

Chair Gretz asked Dean Drury for more information regarding Large Quota. Dean Drury stated that typically during the course selection process, if the class is scheduled in a large lecture hall, those rooms have pre-approval and faculty members know what to expect when taking one of those classes. Classes in regular classrooms have hold regular cap and those are used to adjust registration and student demand. If faculty is asked and is not in agreement with a large quota, a new section may be opened.

R. Epps stated that the Academic Senate meeting was an emotional meeting. He is drafting a resolution to present at Academic Senate, and would like to include feedback regarding any on concerns, as well as, roles and responsibilities and how various issues are impeding jobs at-hand. Anyone wishing to provide feedback should contact R. Epps.

Adjournment: The meeting was adjourned at 5:50 p.m.