



Behavioral & Social Sciences Department

BSS Department Meeting
Monday, September 16, 2019
2:40 – 4:00 p.m., Room 411

Minutes

<input checked="" type="checkbox"/> Barcroft, Shawn	<input checked="" type="checkbox"/> Gretz, Suzanne (Dept. Chair)	<input checked="" type="checkbox"/> Staton, Robin
<input checked="" type="checkbox"/> Camillo, Elvia (Recorder)	<input checked="" type="checkbox"/> Knaak, Manfred	<input type="checkbox"/> Thelen, Austen
<input type="checkbox"/> Cauchon, Steven	<input checked="" type="checkbox"/> Minor, Monica	<input checked="" type="checkbox"/> Wainwright, Mary-Jo
<input checked="" type="checkbox"/> Drury, Dave (Dean)	<input type="checkbox"/> Reyes, Barbara	<input type="checkbox"/> Williams, Tina
<input checked="" type="checkbox"/> Duva, Mark	<input 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"/> Jones, Thomas	<input checked="" type="checkbox"/> Soto, Veronica (Liaison)	

Call to Order (Chair Gretz)

The meeting was called to order at 2:46 p.m.

1. Approval of Minutes (Chair Gretz)

The minutes of August 16, 2019 were approved (M/S/C – L. Solomon/R. Epps).

2. Lanyards (Chair Gretz)

Lanyards were purchased for all Department instructors. Chair Gretz has them in her office and will get them distributed soon. They can be used to hold proximity key cards or USB flash drives.

3. Winter & Spring 2020 Schedules (Chair Gretz)

Selection of classes must be completed. Chair Gretz apologized for not having the schedules finalized due to a miscommunication. She will work with Dean Drury and send faculty the schedules by Wednesday, September 18. Any changes to the schedule that instructors would like to see made should be submitted to Chair Gretz by today.

Dean Drury added that changes to the actual schedule should be completed prior to the course selection process. The deadline to submit changes was

September 15, 2019. The Chairs are doing a great job with the schedule and would like the Department's input. Publication of the schedule is October 01.

4. Program Review – Due November 15, 2019 for Fall 2019 (Chair Gretz)

Chair Gretz stated that program review is due on November 15. All programs must be completed, since there is little to no history in SPOL. Forms will be sent to the disciplines for input in their areas this week. Any areas where there are needs such as staffing, and curriculum should be addressed. Program goals are what Chair Gretz is most concerned with, since she would like to build the program review database moving forward. Those disciplines needing a comprehensive program review will have to complete a more detailed data analysis of their areas. She would like all feedback in by October 01. In October, she will be filling out forms and plans to input into SPOL by the November deadline.

Dean Drury added that the college still has a small amount of PPIS monies, but it was distributed to Maintenance & Operations and Information Technologies. The only way Departments are able to receive monies for their areas is through Enhanced Budgets. SLOs should connect to equipment, and all information submitted into the Program Review. Faculty needs should be included in Program Review.

Discussion regarding the SPOL program and its inefficiencies ensued. Dean Drury stated that the District is researching the software programs other colleges use. Chair Gretz has volunteered to be on the committee to review the various software that is available for our needs. When they have vendor demos, she will send that information to the Department if anyone is interested in joining the demo review.

5. New & Part-time Evaluations – (Chair Gretz)

There are new and part-time instructors due for evaluation. The Dean and Chair will conduct most evaluations. If there is an expert in the discipline, Chair will send them a list of instructors that need an evaluation, should anyone be interested in completing these. M.J. Wainwright stated that there is new lingo in the CTA contract stating that the evaluations may be done in the fall or spring semesters. Compensation for faculty evaluating peers is no longer available.

Dean Drury shared that the scoring system on the evaluation form is changed. A score of, three, is now worth a two on the form. Evaluations begin the sixth week of the semester. For those with an evaluation due, please be mindful of which class will work best for you.

6. Other – (Chair Gretz)

Chair Gretz stated that they are looking into the status of the new Psychology position that has been on hold for the last two years, and whether after this year, the position will open up.

R. Staton spoke on behalf of the Psychology Department and kindly asked that they be informed of any changes effecting the Psychology discipline. She stated that they would like to be informed of any new positions, and part-time hires. They would also like to know of any information pertaining to course prerequisites, since an incident took place regarding the Psy 212, Prison class this fall.

Chair Gretz apologized for any information that was not relayed. She explained what took place regarding the issue with Psy 212. R. Staton is concerned that these choices affect Articulation and Pathways.

Adjournment

The meeting was adjourned at 3:57 p.m.