Social Sciences Meeting Agenda
April 16, 2015
Naauao 112

Present: Kathleen French, Toshi Ikagawa, Christian Palmer, Paul Briggs (Chair)

Vote to accept minutes from previous meeting. Unanimously accepted.

1. Mike Tom and Draft Specifications for Naauao 105 and 125 furniture.
   a. We discussed the layout of different table sizes in the different rooms and their sizes and different possibilities for arranging the desks.
   b. We discussed adjustable height tables. We decided to include adjustable height tables.
   c. We discussed the material for the table top, hard plastic vs particle board.
   d. We discussed how to structure the bid to just include KI or to also include other vendors.
   e. The chairs we want are non-upholstered, casters, no arms, some flexibility, with four legs, and stacking.
   f. Instructor lockers and tables will need future research to construct a draft call for bids.
   g. The bid will close probably May 4th so the department will need to evaluate the bid.

2. Social Science Representatives
   a. Faculty Senate- TBD, possibly Christian if there are no other volunteers.

3. Social Science Department Meeting Times for 2015-2016. Thursday at 3:00 on the 2nd and 4th Thursdays of the Month. It’s helpful to schedule it after the VCA meetings which tend to be on the first Friday of the Month.

4. Next Meeting-May 7, 2015- This meeting will be to discuss the Master Plan of what the department would need.