October 1, 2015 Social Sciences Minutes

Attendance: Christian Palmer, Paul Briggs, Toshi Ikagawa, Frank Palacat, Lisamarie Bensman, Kathleen French, Dean Charles Sasaki (Guest)

Not in attendance: Roy Fujimoto


2. Welcome Dean Charles Sasaki
   a. Charles came at the end of the meeting to let us know that he is here to help us with whatever we may need.

3. Furniture decisions: Lisamarie. We looked at different options from a variety of different sites.
   a. Decisions: We decided on outside furniture, lobby furniture, and will look for matching armchairs later. Lisamarie will talk to Colleen to make the purchases.
   b. Window blinds for classrooms: Kevin is looking for alternate funding for the window blinds so that we don’t have to use our furniture money.
      i. Kathleen will talk to Kevin to let him know that dept members don’t see the need for window blinds.

4. Department needs to vote to deactivate curriculum:
   a. CoC GIGP and other courses, including GEOG 122, GIS 150, NREM 250 and MET 101L: Toshi Motioned: Lisamarie. Seconded: Christian. Approved Unanimously

5. Global/International Matrix for WCC classes: Toshi (see google doc)
   a. For those with major global/international content in your courses, please complete matrix for your courses (available on google docs) and submit to Toshi within a week.

6. Department Report:
      1. Currently furnishing the building to create a more conducive space for student success (action plan lists what we are purchasing).
      2. Improvements based on course assessments from AY 2014-2015 (see # 7, below)
   b. Discipline/Program sections that are still missing:
      1. POLS (Roy)

7. Departmental discussion of courses that were assessed AY 2014-2015
   a. What do you think would help student success in our classes?
i. from the google doc ‘Changes to Improve Outcomes’, which shows a summary of our course assessment ideas from AY 2014-2015:

1. Changes at the Departmental Level: Summary of our AY 2014-2015 Assessment ideas for changes to be made at department level:
   a. Ask a colleague to critique assignments/activities (III)
   b. Encourage faculty to share activities that foster competency (III)
   c. Have collections of sample assessments, rubrics, and results (II)

2. We will implement these ideas during meetings and using google docs here.
   a. We will develop a collection of activities, assignments, rubrics, etc to be housed on google docs.

8. Any committee reports to give?
   a. Emailing the highlights is good, too.
   b. Christian reported that Curriculum Committee is discussing Special Topics courses, possibly changing it so that each department has one ST course number to use. This way, faculty could just use it without having to submit course proposals.

9. Other (Reminders, Announcements, Information Sharing)
   a. Annual Report due to Kathleen by today, October 1
   b. Tenure and Promotion dossiers due to Chancellor’s office by October 2
   c. Contract Renewals due to Deans by October 15

Meeting adjourned at 4:30pm