

**El Camino College  
Behavioral & Social Sciences  
Division Council Minutes  
September 3, 2015**

**Present:** M. Braun, Y. Chu (J. Soden), T. DeHardt (CEC), S. Dowden, M. Fujiwara, C. Kroll,  
F. Leon, A. Mannen, M. Moen, A. Verge

**Absent:** E. Antoine (excused), T. Carter (unexcused)

**Meeting began at:** 1:00 p.m.

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**Announcements**

No Show Report

The dean reported that a large percentage of faculty had not completed their no show reports. As a follow-up, W. Lozano will be contacting those who have not completed their reports.

Career Coach

G. Miranda stated that Career Coach had been purchased and can be a useful tool for informing students about job opportunities and applicable careers. The Career Coach link is posted under Quick links on division webpages. S. Dowden reported positive student feedback in using the service.

Survey Request Procedures

Procedures for requesting surveys through Institutional Research are available if needed for upcoming program review. The IR office requires a two week time frame for requesting surveys.

Professional Development Update

Minimal changes to the flex credit options were discussed. The dean reported that recent legislation will require staff to participate also in professional development. G. Miranda led a discussion on possible professional development activities categories. Failure to participate could result in loss of pay the following year.

FT Position Selection Process – Division Rep

The dean reported the need for a division representative to serve on the FT Faculty Position Identification committee. Y. Chu asked to be considered.

C-CERT

Floor leaders and captains are required to attend six training sessions for certification. Managers and staff will be required to go through C-CERT as well. G. Miranda reported the first training session is scheduled for Friday, September 11<sup>th</sup> and the five Fridays of October. Contact Rocky Bonura for information.

Title IX Training

G. Miranda announced that all employees will be expected to complete Title IX training. She also noted that we are obligated to report any alleged sexual assault or misconduct to J. Ishikawa and Campus Police.

**Fall Enrollment Update/Spring Schedule**

Fall enrollment for the division has exceeded 100%. Four classes were cancelled before the start of the fall semester and a few softly enrolled sections remain open in anthropology, history and philosophy. The spring schedule development is in its final phase. Winter session will return in 2017. Summer 2016 scheduling will begin next month.

**Curriculum**

Worksheets for A.A. degrees have been completed for Anthropology, Childhood Education, Economics, Ethnic Studies options, History, Liberal Studies, Philosophy, Political Science, and Psychology. At the first Division Curriculum meeting a review of faculty input on suggested sequences for when to offer courses in the major will take place.

The first meeting for the Division Curriculum Committee is scheduled for September 17<sup>th</sup>. ANTH 4, 6, 9, 11, 12, ECON 5, HDEV 101, 105, 107, 110 (renumber), HIST 162, 163, POLI 3, and 6 will be reviewed.

G. Miranda reported all course updates are on schedule. Two of these courses also had addressed CI-D issues, Anthropology 4 and Political Science 3.

### **Spring PLO/SLO Assessment Update**

The dean reported that spring 2015 SLOs and PLO reports are due by September 11<sup>th</sup>. The fall 2015 SLO assessments have been forwarded to E. Munoz and G. Miranda.

### **Planning**

G. Miranda announced that a new system will be used for annual planning beginning this year. Facilitators need to start conversation with their departments to decide what should be included as recommendations. An earlier due date is needed for completion of program plans in order for the Division Council to prioritize recommendations.

### **Program Review Update**

J. Young will spearhead the department program review now that Susan Baxter has resigned. J. Suarez is working on the History Department's program review while F. Leon is in charge of the self-study for Philosophy.

Orientations will be planned for spring 2016 for new program reviews.

### **Department Reports/Compton**

#### Anthropology

A. Mannen reported that Marianne Waters will be on sabbatical in spring. The department is planning a careers in anthropology workshop this semester. In addition, a Day of the Dead workshop in late October is being planned. A Gibbons Center visit and ANTHO Chat are scheduled as well.

#### Childhood Education

M. Moen reported an upcoming workshop is scheduled for October 3<sup>rd</sup> with two more in November. New FT hire Cynthia Cervantes will begin in spring 2016. Program review is in its final draft stages.

#### Compton Center

T. DeHardt reported that Compton has passed the initial eligibility hurdle as part of the re-accreditation process. Campus Wi-Fi is now available at the Center and has had a significant positive impact on faculty and students. Emergency phones and walkie-talkies are also in place. A Bond measure has passed which will provide funding for demolishing the row buildings and building new state of the art classrooms will be constructed.

#### Economics

No report.

#### History

A. Verge announced the hiring of two FT hires, Hong Herrera Thomas and John Baranski. The history club was very active in spring and is off to a good start this semester.

#### Human Development

Y. Chu reported that the department faculty are considering creating a service learning course and are requesting input from colleagues. J. Soden is spearheading this proposal. Service learning is required in HDEV 8 as well as sociology honors courses.

#### Philosophy

F. Leon reported that the philosophy club is active this semester. He is finalizing the department's program review draft. Felipe is scheduled to present in Scotland and Nashville this semester.

#### Political Science

No report.

#### Psychology

M. Braun reported that last spring's club officers will return this semester with expectations of a successful semester. A. Simon is seeking a guest speaker for the biannual program. R. Mascolo is also scheduled to give one or two presentations.

#### Sociology

S. Dowden announced the hiring of two new FT instructors, Melissa Fujiwara and Kassia Wosick. Stacey Allen is on sabbatical this semester, so colleagues are temporarily dividing up her department obligations. Melissa will take over as the department faculty advisor the Sociology Club this semester. The club will meet on the 9/17 and plans to participate in Club Rush next week. Also, Sue Dowden reported that the UC system is planning to develop a *Pathways program* to make transfer easier. If interested, she will forward the link to colleagues.

The meeting adjourned at 1:55 p.m.

cc: T. Fallo  
Jean Shankweiler (electronic copy)  
Division Faculty and Staff  
Compton: B. Perez (electronic copy), I. Bunting, D. Roach, P. West  
Counselors: Cheryl Kroll, Brian Mims