

**El Camino College  
Behavioral & Social Sciences  
Division Council Minutes  
September 5, 2013**

**Present:** E. Antoine, M. Braun, T. Carter, S. Dowden, R. Esquivel, J. Guzman, B. Knapp, F. Leon (R. Firestone), A. Mannen, D. McPatchell, J. Soden, A. Verge, J Young (M. Moen)

**Meeting began at:** 1:04 p.m.

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**Announcements**

G. Miranda reported that last semester the division's compliance with No Show Report was one instructor short of 100%. This semester the dean stressed that the goal is for 100% completion. Active Enrollment will begin Monday, September 9<sup>th</sup>.

Also announced was the need for faculty to submit their syllabi for web posting, syllabi guidelines, use of Reserve Desk for textbooks, and restrictions that prevent faculty from dropping of students during the semester for failing coursework.

**Enrollment/ECC FTES Goals/Scheduling**

The dean announced that the college fell short of its FTES goal. The added classes including 36 this semester and 30 for spring are intended to help the college meet the goal. For summer 2014 the college will offer two six-week sessions as well as an eight-week. Faculty inquired if winter session might be restored.

**Plan Builder**

Copies of the 2013-2014 Plan Builder were distributed. Department reps were directed to discuss what recommendations should be input into plan builder. Funding requests will not be considered if they are not in plan builder. Economics, Human Development and Psychology faculty were informed that their Program Review recommendations need to be included as well.

**SLO Assessments/TracDat Training**

J. Young reported the M & M campaign for SLO has been launched on campus. Training for the use of TracDat will be provided with dates for the sessions. She also reported that 95% of courses campus wide have been assessed. There are only three outstanding courses this semester in need of first time assessments, all in history. J. Suarez, department facilitator will oversee the assessment of these history courses. A. Verge recognized Jason for his hard work. Janet announced that the college will continue with the four year assessment cycle. Wendy or E. Munoz can assist with any questions concerning timelines. Increasing SLO and PLO to a minimum of three has been completed for Human Development and Philosophy. Other departments are in the process of increasing their PLOs and SLOs by the due date in November.

**Success and Retention Rates**

Copies of spring 2013 Success and Retention rates by division, department, and course were distributed and discussed. Results by instructor will be reviewed at the department meetings.

**Evaluations**

Peer evaluators were reminded that faculty evaluatees must submit syllabi with their self-evaluation summaries. The VPAA has requested that syllabi be included in the packets for VPAA and Human Resources packets. Success and retention discussion and analysis will need to be factored into evaluations as well.

**Program Review**

G. Miranda announced the first drafts of program review for Economics, Human Development and Psychology are due September 13<sup>th</sup>. J. Soden reported that Human Development is almost done.

## **AA-T/Curriculum**

The division will submit 11 courses for review this semester. Four approved by the DCC at the end of last semester have been forwarded to the CCC for review. At our first DCC meeting we have six course outlines ready for review.

A.A.-T.'s for Philosophy and Anthropology will be completed this semester. C-ID issue was discussed.

## **Department Reports/Compton**

### Anthropology

A. Mannen reported that the majority of the Anthropology Club members have transferred, so the club will be building new memberships. The department is co-sponsoring with Joe Holliday an event on climate change. The annual De Los Muertos exhibit will be in the museum and arrangements for a few guest speakers are planned.

### Childhood Education

J. Young reported the department will support J. Montgomery who is serving as the interim director for the Child Development Center. Enrollment has increased at the center. Two new CTEA grants were awarded to the department for super tutors and a Child Development permit specialist. She also announced that the five-year SEEDS grant ends on September 30<sup>th</sup>. The grant met all its goals and over 100 students graduated with Bachelor's degrees during this time. The department is also working on the statewide CAP alignment of their courses and are hosting a fall on-campus conference in November.

### Compton

D. McPatchell reported the Psychology Department was working on its program review. He also reported that there has been some division reorganization on campus.

### Economics

T. Carter reported the department is working on program review.

### History

A. Verge reported J. Suarez has been keeping the department on track on SLO assessments. He also announced that Florence Baker has arranged for a guest speaker for September 17<sup>th</sup>, Kalyanee Mam, who will discuss on "The Impact of Globalization on the People of Cambodia."

### Human Development

J. Soden reported that the HDEV and Cosmetology Departments will continue to work with *Working Wardrobes*. Kristie Daniel-DiGregorio will be serving as co-VP of Faculty Development on Academic Senate beginning this semester.

### Philosophy

F. Leon stated that the Philosophy Club was conducting their meeting in an upstairs classroom with Randy Firestone present as faculty advisor. Also, Randy and Felipe have met with Lori Suekawa on concerns regarding the C-ID issues on several Philosophy courses.

### Political Science

E. Antoine reported that all Political Science classes were full and that they were assigned two SI coaches this semester. Supplemental Instruction data for last year underscores that the program has improved student success. E. Antoine also commended Eduardo and Laurie for all their hard work on behalf of the department. E. Munoz is the division SLO facilitator and L. Houske continues to serve as the division's CCC rep. Ellen wanted it noted that she has received inquiries from students for a study abroad program.

### Psychology

M. Braun reported that Amy Himsel is hosting the first Psychology club meeting today. A. Simon is working on Program Review with the assistance of Amy Himsel. The dean encouraged additional departmental support in order to complete the draft by the September 13<sup>th</sup> deadline.

### Sociology

S. Dowden stated that the department will continue having counselors in fall and in spring former students that have transferred present at the Sociology Club meetings. Also, she has had inquiries from students concerning International Education (Study Abroad). The former G.E.T.T. program was discussed as one of the division's previous successful programs. Global studies course proposals in draft form are still pending but could be part of a division effort to enhance student learning and preparation for careers.

### Student Senate

Joy De Guzman who is a Political Science major will be serving as the student senator for Social Science. Anthropology major, Ramon Esquivel will serve as senator for Behavioral Science.

The meeting adjourned at 1:56 p.m.

cc: T. Fallo  
F. Arce (electronic copy)  
Division Faculty and Staff  
Compton: C. Lyles, B. Perez (electronic copy)  
Division Student Senators: J. De Guzman, R. Esquivel  
Counselor: Y. Cooper