

**El Camino College  
Behavioral & Social Sciences  
Division Council Minutes  
September 6, 2012**

Present: E. Antoine, M. Braun, Y. Cooper, K. Daniel-DiGregorio (J. Soden), S. Dowden, B. Knapp, A. Mannen, D. McPatchell, J. Montgomery, J. Young

Absent: T. Carter (unexcused), E. Shadish (unexcused), A. Verge (unexcused)

Meeting began at: 1:06 p.m.

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**No Show/Active Enrollment Reports**

G. Miranda announced deadline of September 7<sup>th</sup> for No Show reports and that Active Enrollment census starts on the 10<sup>th</sup> and asked faculty to make certain they complied. The student drop date for no notation has been moved up to the last day to add date. Withdrawals now count towards three repeat limit.

**SLOs**

J. Young reported the division is on task with assessments. She also stated that not all of the SLOs completed in 2008 were input into CurricUNET. All current inputs reflect a 2012 date. The master list of assessments is 70% complete at this time. The next SLO Facilitators meeting will be on September 11<sup>th</sup> when she will identify courses that need assessment this semester.

**Plan Builder 2012-2013**

The dean announced that plans for 2013-2014 will need to be put into plan builder soon. She would like to have this completed by mid-October. 2012-2013 copies were distributed for department review. A reminder on due dates for completion of these plans will be sent out before the due date.

Final program review discussion meetings for Anthropology, Political Science and Sociology will take place this semester. G. Miranda reminded instructors that program review recommendations need to be put in their unit plans, particularly if they are for funding requests.

**Success and Retention Rates**

Spring 2012 success and retention rates have been posted. Distributed to Division Council reps were rates by division and courses. Rates by instructor will be reviewed at department meetings this semester. The online results had not posted as of today's meeting.

**Syllabi and Materials Fees**

Materials Fees concerns were addressed including website access code costs. Faculty pointed out that students who purchase used texts rather than new texts are subject to a charge because the access codes are provided with new books only. This forces the student to contact the publisher for an access code. G. Miranda will forward this concern to the VPAA.

The dean reminded faculty that all course information in a syllabus needs to be accurate.

**Evaluations**

In response to concerns that faculty peer evaluations and faculty self-evaluations are incomplete, the dean will meet with evaluators and evaluates to discuss what is to be covered in their evaluations in greater detail.

**DE Mandated Changes**

Distance Education changes will impact anyone teaching online. Best Practices, student verification, active communication, student material fees are a few of the areas that will be addressed at a mandatory workshop this semester. Failure to participate will result in no future online assignments.

**Student Help and Supply Requests**

Dr. Miranda announced that student help requests need to be submitted to Maria as soon as possible for review by the Division Load Committee. Let Maria know if there are any requests for classroom/instructional supplies as well.

## **Black History Month**

The dean reported that the Black History Month planning committee has had their initial meeting and will be incorporating as a theme, Dr. Martin Luther King's "I Have a Dream" speech. The commemoration will mark the anniversary of his historic presentation in Washington D.C.

## **Department Reports/Compton**

### Anthropology

A. Mannen reported the Anthropology Club will be visiting the LA Zoo to tour the primate section at the end of the semester. The theme for the Anthropology Symposium this year will be traditional healing.

### Childhood Education

J. Montgomery announced the upcoming "I Want to Teach" conference scheduled for November 17, 2012. The event will be co-hosted with Beach Cities Association for the Education of Young Children.

### Compton

D. McPatchell reported the campus is torn up due to construction at this time. Enrollment is strong and the semester is off to a good start.

### Counseling

Y. Cooper distributed flyers for a series of upcoming events which included FBI Career Workshop, Undeclared Majors, and Career and Majors' Fair, and sign-up for counselor presentations in the classroom. He requested faculty make classroom announcements.

### Economics

No report.

### History

No report.

### Human Development

K. Daniel-DiGregorio reported that HDEV students have volunteered more than 25,000 hours for service learning. She noted that several people on campus had met with Rocky Bonura and a representative from Keenan concerning liability issues for service learning agreements.

### Philosophy

No report.

### Political Science

E. Antoine reported that the department is working on hosting a speaker from the League of Women's Voters regarding the elections and tax initiatives.

### Psychology

M. Braun reported that the Psychology club is planning to have a guest speaker this semester, information forthcoming.

### Sociology

S. Dowden reported that the Sociology club is doing well and are planning on having counselors come to speak to them. Also, the new transfer major takes effect this semester.

The meeting adjourned at 12:50 p.m.

cc: T. Fallo  
F. Arce (electronic version)  
Division Faculty and Staff  
Compton: S. Dever, C. Lyles  
Division Student Senator: M. Mossberg, Mark Zelayaran

Counselors: Y. Cooper