

**El Camino College
Behavioral & Social Sciences
Division Council Minutes
October 1, 2015**

Present: M. Braun, T. Carter, J. Soden, M. Fujiwara, B. Knapp, C. Kroll, F. Leon, A. Mannen, M. Moen, B. Mims, A. Verge

Absent: E. Antoine (excused), T. DeHardt (excused)

Meeting began at: 1:00 p.m.

Announcements

Shakeout

The annual shakeout is scheduled for October 15th at 10:15 a.m. Contact Arthur Verge or Randy Firestone if you have any students that will need assistance during the building evacuation.

Public Forum – President Position Finalists

G. Miranda announced upcoming open forum for president finalists. Three are scheduled for Monday, October 5th and two for Tuesday, October 6th. Announcements have been sent by email and also the Union newspaper has a front page article. Live streaming will be available and attendance is encouraged.

Career Coach

J. Soden reported on the importance of student use of Career Coach. She stated that it offers self-assessment, lists current jobs available in each field as well as data. Juli is working with Matt Kline to develop posters specific to each department. A free account can be setup by students allowing them to save resume drafts and allows tracking of interest in each area through Career Coach.

Black History Month

The BHM committee has met twice, events are being proposed for February 2016. A budget will need to be proposed so that G. Miranda can secure funding.

FT Position Selection Outcome

The dean reported the division results for prioritizing the FT position requests previously submitted. U. S. History was ranked first, World History and Political Science tied for second, with Psychology fourth. The requests have been distributed to the campus-wide committee.

Copy Center

G. Miranda announced the copy machine in the division office is being overused by some to run their exams and other large items. The over usage results in an overcharge to the division which is not funded – also, wear-and-tear to the machine. A. Verge reported the turnaround time at the copy center has been amazing this semester. Faculty are directed to submit their paperwork requests to the Copy Center in a timely manner.

2015-16 Prioritization Results – Upcoming Purchases

Last year's prioritizations resulted in approval to purchase three new printers for the division. The third floor will get one as well as the mailroom. The third will be networked and used in the office for contracts and schedule development. A heavy-duty shredder was approved as well. We will be prioritizing the 2016-17 requests this semester once all program plans are completed.

Spring 2015 Success and Retention

The success and retention rates by division, department and course were distributed. At this time by instructor is not available. G. Miranda reported Institutional Research is refining what data is used and how. Rates were reviewed and briefly discussed. F. Leon noted certain online classes had a higher dropout rate.

Canvas

The Distance Education Advisory Committee has recommended Canvas be adopted as ECC's course management system. Faculty feedback is needed to address pros and cons of switching from Etudes. T. Carter and A. Mannen expressed concern regarding the time needed to transfer data to Canvas. Discussion ensued. G. Miranda encouraged attendance at upcoming Canvas presentations once scheduled.

Curriculum Update

The dean announced that the Division Curriculum Committee approved ANTH 4, 6, 9, 11, 12, ECON 5, HDEV 101, 105, 107 (renumbering), inactivation of HDEV 12, HIST 162, 163, 176, POLI 3, 6. All are at the CCC level and scheduled for the October 13th meeting. J. Young is working on 12 CDEV courses for the upcoming DCC meeting. Forthcoming course reviews are as follows: HIST 129, 154, 175, POLI 1 Honors, PSYC 5 Honors, PSYC 7 and 15.

SLO Assessment for Fall

The division was one SLO assessment short of 100% completion for spring 2015. Fall SLOs to be assessed will be addressed at each department meeting this semester. Contact Eduardo Munoz if you have any questions.

Planning

G. Miranda announced TracDat is being used for the 2016-2017 annual planning. The dean encouraged faculty to contact Irene Graff for training. There are improvements to prioritizing requests this year which should assist the Division Council in final division prioritization of requests.

Program Review Update

Three departments will be submitting their program reviews this semester. F. Leon reported he has submitted Philosophy. A. Verge reported that Jason Suarez is submitting History in a few weeks. M. Moen reported Janet Young is finalizing Childhood Education for submission next week. The dean announced that Anthropology, Political Science and Sociology will begin the process in spring 2016.

Reading Success Center

Sarah Leinen presented information on the Reading Success Center and distributed flyers about specific workshops for students. The center is located in the East basement of the Library and requested student referrals from faculty who had students in need of assistance. A. Verge reported that the assistance provided at the center kept one of his students from dropping his course. J. Soden's students benefited from a classroom presentation about the center. Discussion of ideas for collaboration ensued.

Department Reports

Anthropology

A. Mannen distributed a flyer with upcoming anthropology club events. An Antro Chat on Indigenous People is in progress right now. A Dia de los Muertos presentation is scheduled for October 8th. On October 15th Dr. Jerry Moore from CSUDH will be a guest speaker. Day of the Dead workshops and program are scheduled. G. Miranda recognized Hawthorne Cable spotlight on last year's presentation.

Childhood Education

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

Counseling

B. Mims reported on SSSP and new student Ed Plan. C. Kroll reported on financial aid funding changes, fee and BOG waivers.

History

A. Verge announced that the new FT hires, Hong Herrera Thomas and John Baranski, have been excellent additions to the department. The history club was very active in spring and is off to a good start this semester.

Political Science

G. Miranda announced upcoming event on Tuesday, October 6th at 1pm in the Alondra Room. The event is hosted by the Political Science and Spanish departments. Karl Striepe arranged for Javier Vallauré, the General Consul of Spain to present on the Syrian Refugee Crisis.

Psychology

M. Braun reported that Kim Nguyen's summer session research methods students will present at a department symposium scheduled for Wednesday, October 7th at 5pm in the Haag Recital Hall.

Sociology

M. Fujiwara reported that Dr. Elaine Cannon is serving as faculty advisor to the Sociology Club this semester while Stacy Allen is on sabbatical. Officers were just elected and events are being planned.

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