

**Division of Behavioral and Social Sciences  
Anthropology Department Meeting  
September 5, 2017**

**MINUTES**

**Present:** D. Flores, B. Gibson, C, Kroll, A. Mannen, R. Otero, A. Vigil, M. Waters  
**Meeting began at:** 1:00 p.m.

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**Enrollment Trends and Spring 2018 Scheduling**

The dean reported on enrollment in the department at this point in the add period, noting that the general education class sections of ANTH 1 and 2 were full. The lab sections of ANTH 5 were full with only one soft class. Also full was ANTH 11. The area of concern for future scheduling is the elective sections of ANTH 6, 8, and 12. This semester ANTH 8 was once again cancelled and ANTH 6 only picked up enrollment towards the last week of registration although it is softly enrollment.

G. Miranda suggested considering a three semester rotation schedule for some of the courses as well as the possibility of participating in the division's student equity reenvisioned program.

The department was reminded that spring schedule is in its final stages of development. No radical change to one's schedule is permitted at this point.

**Curriculum**

The only course in need of updating is Anthropology 3. B. Gibson will be sent a copy for him to update this semester. Otherwise, the department is current in its course review updates.

R. Otero inquired about the possibility of adding ANTH 2 and 11 to the IGETC requirements for transfer under Area 3B. C. Kroll stated that this request would have to be submitted by L. Suekawa for articulation consideration. G. Miranda will follow-up with L. Suekawa on this request.

**Planning Process**

Miranda reviewed last year's plan recommendations as a basis for the 2018-19 program plan. A. Mannen will oversee the department's planning process which the dean expects to be completed by November.

**SLO Assessments**

This semester the department is scheduled to assess, ANTH 1 (#1), ANTH 5 (#3) and ANTH 11 (#1). ANTH 8 was cancelled and ANTH 7 is not being offered this semester due to R. Otero's sabbatical leave. Also to be assessed is the department's PLO.

The dean reminded the department about completing their spring 2017 assessments by the September 15<sup>th</sup> deadline. G. Miranda also asked the faculty as part of their

assessment findings to reflect and if need be make appropriate adjustments to major course theme classroom presentations.

### **Supplemental Instruction**

This semester the department has supplemental instruction coaches assigned to ANTH 1 and 2 sections taught by B. Gibson, A. Mannen and M. Waters. B. Gibson stated that he was not consulted by the S.I. coordinator in this semester's S.I. coach assignment. He is concerned that the student does not have enough background in ANTH 1 to serve as a coach. A. Mannen indicated that she has tested her coaches in the past to make certain they know some basic concepts. The question was raised as to how S.I. coaches are evaluated in addition to what role the faculty make in these assignments.

G. Miranda stated that in previous years she was consulted by the S.I. coordinator but that is not the case at this time.

### **Department Activities**

A. Mannen reported that she and M. Waters are preparing for this year's annual Dia de los Muertos event which is scheduled for November 2<sup>nd</sup>. They are hoping to invite Cosmetology students again to conduct face painting as well as Aztec and Mariachi dancers. A. Mannen and M. Waters are scheduling preparation workshops for making paper mache items in October.

New recruits are needed for the Anthropology Club.

B. Gibson has been invited to give a presentation on his field work in both Belize and Ireland this semester. He will be on sabbatical in spring 2018.

R. Otero is currently on sabbatical and plans to work on preparing his dissertation for possible publication in addition to conducting additional field work along the Mexicali border. The information from this research will be incorporated into his teaching as well as updates to his doctoral studies.

M. Waters plans to offer another careers in anthropology workshop, possibly in early spring 2018. C. Kroll suggested the Career and Majors Fair is the most opportune time for such a presentation.

A. Mannen stated that the department is uncertain about hosting another open house in the museum this year since they have had low turnouts in previous semesters.

### **Success and Retention Data**

G. Miranda reviewed success and retention data from spring 2017. Data put the department at a 67% success and 78% retention that semester. ANTH 1 (57%/78%) and ANTH 11 (47%/69%) had the lowest success and retention rates within the department. G. Miranda indicated that there were high withdraw rates in ANTH 1 sections. Department faculty were asked to review the data which is available by instructor as well on the Institutional Research website.

## **Museum**

B. Gibson reported that the museum's current exhibit remains in place. The department would like to have a part-time curator hired to maintain the museum holdings and prepare annual exhibits.

B. Gibson was asked to submit a request for student help in the museum this semester.

## **Other**

C. Kroll asked the faculty to announce to students in their classes that if they want to file for an ADT, that they should make an appointment to see a counselor. If they do not they will not be able to qualify to receive an ADT.

**Meeting adjourned at: 1:55 p.m.**

cc: D. Maloney  
J. Shankweiler (electronic copy)  
CEC: R. Murray  
Anthropology Department Faculty/CEC Faculty  
Division Counselors: C. Kroll, B. Mims, R. Miranda