



**DIVISION OF BEHAVIORAL AND SOCIAL SCIENCES**  
Professional Development Day  
**Wednesday, February 6, 2019 - 10:30 am – 12:00 pm**

**In Attendance:** Stacey Allen, John Baranski, Michael Braun, Tanja Carter, Josh Casper, Cynthia Cervantes, Yun Chu, Kristie Daniel-DiGregorio, Randy Firestone, Melissa Fujiwara, Renee Galbavy, Blair Gibson, Barry Goldenberg, Hong Herrera Thomas, Xocoyotzin Herrera, Amy Himsel, Laurie Houske, Minehiro Inouye, Amy LaCoe, Felipe Leon, Angela Mannen, Michelle Moen, Jen Montgomery, Eduardo Munoz, Kim Nguyen, Rodolfo Otero, David Reed, Kate Rippel, Angela Simon, Juli Soden, Luca Struble, Orion Teal, Sandra Uribe, Arthur Verge, Marianne Waters, Kassia Wossick, Michael Wynne, Janet Young.

**Absent:** Julio Farias, Richard Mascolo, Jason Suarez, Daniel Walker

**Welcome Back**

Dr. Gold welcomed everyone back for the Spring 2019 semester. Dr. Gold announced that during this meeting we will spend half an hour on information and announcements and then will proceed into a one-hour panel discussion about how to handle student misbehavior.

**Enrollment**

Campus-wide, we are well below our enrollment goals and down from last year. The campus has experienced a small steady decline in enrollment over the past several years. One cause may be the aging district population. In BSS, we have fewer sections due the cancellation of 15 sections in response to budget cuts. Despite the decline in sections, our fill rates are very high and our FTES have slightly increased.

**Division Counselors**

Cheryl Kroll, Lesley Meza, and Dora Miranda are our Division Counselors this spring semester. The counselors introduced themselves and made announcements.

**ITS Technician**

The Dean introduced and thanked Charles Hughes, our Division ITS Technician. Technical problems in a classroom should be reported to Cecelia, who will submit a work order if necessary.

### **Faculty Hiring**

Full-time faculty searches are being conducted in Philosophy and Political Science. The committees are almost formed and the interviews with the President are during Spring Break, so we will move quickly.

### **Tenure**

Congratulations and applause were offered to Yun Chu for earning tenure. Faculty and staff were invited to the Tenure Reception the same day from 12:15-1:15 in the East Dining Room.

### **Sabbaticals**

Michelle Moen and Mine Inouye will be enjoying a Fall 2019 sabbatical, while Kristie Daniel-DiGregorio will be on sabbatical in Spring 2020. The Dean hopes they find their sabbaticals enriching and rejuvenating.

### **Reports**

Please submit department reports in writing to the Dean and she will share them in a newsletter to the division. Reports were made by the ECCFT, Academic Senate, and Distance Education Coordinator.

### **Panel Presentation and Discussion: Handling Student Distress and Misbehavior – 11:00 am – 12:00 pm**

Panelists: Michelle Arthur (Chair, AIMS Committee)  
Jaynie Ishikawa (Title IX Coordinator and Director of Staff and Student Diversity)  
Sergeant Gary Robertson (Campus Police)  
Greg Toya, Director of Student Development.

In the fall, the Dean sensed an increase in the number of behavioral and emotional issues expressed by students. The faculty and the Dean have lots of questions about how to handle these situations, and the panel has been invited to provide some guidance. Each panelist described their role in the process and the discussion was loosely guided by explanations of how to respond to specific scenarios or events that may occur in class, during office hours, or elsewhere on campus. The faculty and Dean found the information and discussion extremely useful.

SPRING 2019

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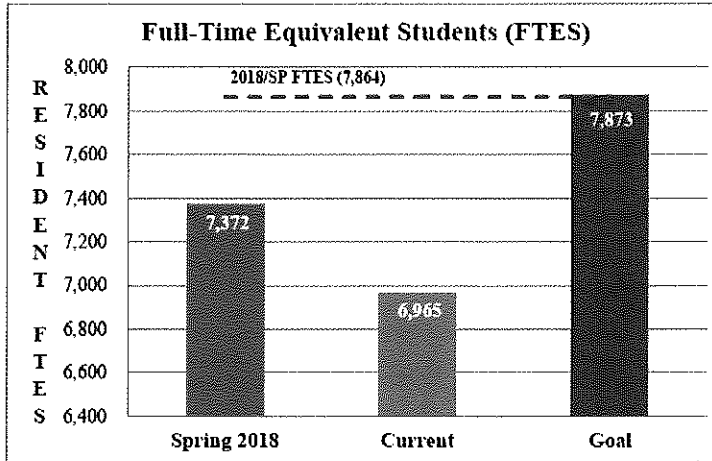
# BSS Division Meeting

## Division Meeting

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- I. Enrollment – Campus and Division
- II. Introductions – Counselors & ITS Technician
- III. Division Faculty – Full-time Searches, Tenure, Sabbatical
- IV. ECCFT Report
- V. Academic Senate Report
- VI. Student Behavior Panel and discussion

## ECC Enrollment – Spring 2019



## BSS Enrollment

Division	Section	Capacity	Resident Students	Nonresident Students	Enrolled	Fill Rate	Resident FTES
BSSC	329	13,694	12,311	482	12,816	93.6%	1,246.52
BUSI	133	4,786	3,325	225	3,559	74.4%	439.65
FINE	372	10,917	6,670	406	7,090	64.9%	839.75
HEAL	256	7,090	4,366	181	4,555	64.2%	597.78
HUMA	327	9,633	7,638	620	8,266	85.8%	994.71
ITEC	222	6,020	3,839	147	4,016	66.7%	742.82
MATH	239	8,326	7,004	320	7,332	88.1%	1,089.22
NSCI	166	5,564	4,783	212	5,000	89.9%	1,014.68
<b>Grand Total</b>	<b>2,044</b>	<b>66,030</b>	<b>49,936</b>	<b>2,593</b>	<b>52,634</b>	<b>79.71%</b>	<b>6,965.14</b>

# Welcome!

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## **Division Counselors**

- Cheryl Kroll
- Lesley Meza
- Dora Miranda

## **ITS Technician**

- Charles Hughes

# The Faculty

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## **Full-Time Searches – Philosophy and Political Science**

### **Tenure – Yun Chu**

Tenure Reception – 12:15-1:15 in the East Dining Room

### **Sabbaticals**

Fall 2019 – Michelle Moen and Mine Inouye

Spring 2020 – Kristie Daniel-DiGregorio

## Reports

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**Departments:** Please email me your announcements and fliers.

**ECCFT**

**Academic Senate**

## Handling Student Distress and Misbehavior – Panel

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Michelle Arthur, Chair of the AIMS Committee

Jaynie Ishikawa, Title IX Coordinator and Director of Staff  
and Student Diversity

Sergeant Gary Robertson, Campus Police

Greg Toya, Director of Student Development

BSS Faculty

## Some actions you might take

- Do nothing (maybe it will stop and/or its none of my business)
- Talk to the student/s after class
- Ask the student to come to office hours
- Ask the Dean to visit your class
- Ask the student to make an appointment with the Dean
- Tell the student to leave your classroom immediately and issue a suspension.
- Walk the student to the Student Health Center
- Consult with the Title IX Officer
- File an Incident Report and Referral Form (aka Maxient Report)
- Call the Police to remove a student or handle a situation
- Call the Police for a psychological consult

## Scenario One

What might you do if...?

You are teaching your class and a group of students in the back are disruptive and talking loudly. You ask them to quiet down, but they ignore you and continue talking.

### Some possibilities

- Do nothing (maybe it will stop and/or its none of my business)
- Talk to the student/s after class
- Ask the student to come to office hours
- Ask the Dean to visit your class
- Ask the student to make an appointment with the Dean
- Tell the student to leave your classroom immediately and issue a suspension.
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## Scenario Two

What might you do if...?

A group of students that you have previously admonished after class is disruptive again. When you ask them to quiet down, one of the students stands, swears at you, and says they will be quiet when they are done talking.

### Some possibilities

- Do nothing (maybe it will stop and/or its none of my business)
- Talk to the student/s after class
- Ask the student to come to office hours
- Ask the Dean to visit your class
- Ask the student to make an appointment with the Dean
- Tell the student to leave your classroom immediately and issue a suspension.
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## Scenario Three

What might you do if...?

During office hours, a student tells you that her dad hits her when she doesn't do well on a test. She lives with her parents and is scared to go home, scared to tell anyone, and has nowhere to go.

### Some possibilities

- Do nothing (maybe it will stop and/or its none of my business)
- Talk to the student/s after class
- Ask the student to come to office hours
- Ask the Dean to visit your class
- Ask the student to make an appointment with the Dean
- Tell the student to leave your classroom immediately and issue a suspension.
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## Scenario Four

What might you do if...?

During an office hour visit, a student starts crying and saying things like, "No one will miss me when I'm gone" and "I don't want to be here anymore."

### Some possibilities

- Do nothing (maybe it will stop and/or its none of my business)
- Talk to the student/s after class
- Ask the student to come to office hours
- Ask the Dean to visit your class
- Ask the student to make an appointment with the Dean
- Tell the student to leave your classroom immediately and issue a suspension.
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- Call the Police for a psychological consult

## Scenario Five

What might you do if...?

Two students are yelling in the hallway, and you are worried that they may begin to fight. Other students are rushing away from the scene.

### Some possibilities

- Do nothing (maybe it will stop and/or its none of my business)
- Talk to the student/s after class
- Ask the student to come to office hours
- Ask the Dean to visit your class
- Ask the student to make an appointment with the Dean
- Tell the student to leave your classroom immediately and issue a suspension.
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## Scenario Six

What might you do if...?

After class, three students tell you that a student in their discussion group has been bragging about the large number of guns s/he has at home and showing them pictures on his/her Instagram.

### Some possibilities

- Do nothing (maybe it will stop and/or its none of my business)
- Talk to the student/s after class
- Ask the student to come to office hours
- Ask the Dean to visit your class
- Ask the student to make an appointment with the Dean
- Tell the student to leave your classroom immediately and issue a suspension.
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- Call the Police for a psychological consult

## Scenario Seven

What might you do if...?

A student behaves unusually in class. He talks extendedly about random topics of interest and stands at inappropriate times. You have spoken with him about it after class and have an agreement that you will prompt him as a reminder when he starts behaving inappropriately. Class begins and he is clearly agitated and upset. He comes up in the middle of your lecture crying and says he needs to talk with you right away.

### Some possibilities

- Do nothing (maybe it will stop and/or its none of my business)
- Talk to the student/s after class
- Ask the student to come to office hours
- Ask the Dean to visit your class
- Ask the student to make an appointment with the Dean
- Tell the student to leave your classroom immediately and issue a suspension.
- Walk the student to the Student Health Center
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- File an Incident Report and Referral Form (aka Maxient Report)
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- Call the Police for a psychological consult

## Scenario Eight

What might you do if...?

During office hours, an African American student confides that she wants to drop a class with another instructor because she feels the instructor is rude, yells, and makes her feel extremely uncomfortable. The student said the instructor talks about politics and how “those NFL players who kneel during the anthem” should go to jail.

### Some possibilities

- Do nothing (maybe it will stop and/or its none of my business)
- Talk to the student/s after class
- Ask the student to come to office hours
- Ask the Dean to visit your class
- Ask the student to make an appointment with the Dean
- Tell the student to leave your classroom immediately and issue a suspension.
- Walk the student to the Student Health Center
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## Preventative Measures

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**DO NOT** yell at students, lose your cool, or say things you wouldn't say if a colleague or Dean was there with you.

**DO NOT** engage in a circular argument with your student.

**DO** establish and abide by clear expectations that are stated in your syllabus.

**DO** ask for help when you need it or feel uncertain.

**DO** talk with your colleagues. They have lots of good and creative ways of handling routine problems and unexpected and unusual situations.