

**Division of Behavioral and Social Sciences
Political Science Department Meeting**

March 24, 2015

MINUTES

Present: L. Houske, C. Lee, E. Munoz, L. Widman

Absent: E. Antoine (excused)

Meeting began at: 1:00 p.m.

Enrollment/Future Scheduling

The department's enrollments at first census were reviewed. Weekly census FTES totaled 130 with seven online sections generating an additional 26 FTES. The fill rate for on-campus classes was 103% with online at 90%. E. Munoz noted that the softer enrollment online for Political Science 10 (International Relations—31 students) is not unusual since the course normally attracts political science majors. The general decline in sections of evening offerings was also discussed.

G. Miranda reminded faculty to submit their spring 2016 scheduling preferences to Beverly.

Curriculum/CI-D Issues

The dean distributed the six year course review cycle. Political Science 1, 5 and 6 are in need of updates which L. Houske and E. Munoz will complete. Political Science 2 and 10 have been updated by L. Houske as requested by the CI-D reviewers. They will be submitted to the CCC after approval by the DCC this semester.

SLO Assessments for Spring 2015

E. Munoz stated that the department has two course SLOs to assess this semester: POLI 6--#2 and POLI 10--#2. In addition, PLO #2 is also to be assessed this semester. L. Houske will conduct the assessment for POLI 6 with C. Lee and E. Munoz assessing POLI 10. Eduardo will complete the PLO assessment on behalf of the department.

Plan Builder

G. Miranda reviewed the department's 2015 nine program plan recommendations which L. Houske noted were part of their program review.

Success and Retention

G. Miranda informed the department that Institutional Research has developed a more comprehensive success and retention document. The fall 2014 results include a breakdown of student performance by ethnicity as well as the traditional by division, department and individual course data. The new program, however, does not yet breakdown results by instructor.

Summer 2014 success and retention information is available and the dean will provide the department with copies for their review.

Adjunct Pool/FT Position Request Discussion

S. Hoaby will be relocating out of state which will necessitate adjunct replacements to teach his summer and fall classes. L. Houske and E. Munoz interviewed potential adjuncts earlier this semester that will be added to the part-time pool. In addition, Paul Flor (CEC) has expressed interest in teaching part-time at ECC.

Department Activities

L. Widman reported that the department and the League of Women Voters for the Torrance area are co-sponsoring a video presentation—*Patriocracy : A Voice of Reason in the Age of Polarization*—next Tuesday, March 31st from noon to 2 p.m. in the East Dining Room.

L. Houske stated that the Political Science club has not been active this semester and expects to convene before semester's end.

Supply/Media Purchase Needs

The dean reminded everyone that if they wish to acquire any DVDs for classroom use or if they need supplies that they must submit their requests to Maria this week at the latest. L. Widman will follow-up to see if last year's video presentation could be purchased for departmental use.

Meeting adjourned at: 1:50 p.m.

cc: T. Fallo
F. Arce/J. Shankweiler (electronic copy)
Political Science Department Faculty/CEC Political Science Department Faculty
CEC: I. Bunting, R. Murray
Division Counselors: Y. Cooper, C. Kroll, Y. Cooper