

**Division of Behavioral and Social Sciences  
Psychology Department Meeting  
May 22, 2012**

**MINUTES**

**Present:** M. Braun (G. Miranda), J. Farias, E. Galvan, A. Himsel, B. Knapp, R. Mascolo, R. Montes, D. McPatchell (Compton Center), A. Simon, M. Wynne

**Guest:** J. Young

**Meeting began at:** 1:05 p.m.

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**SLOs**

J. Young gave a brief update on course, program and core competency alignment and distributed a handout as well as one for the timeline. Janet reported upcoming CurricUNET training for SLOs. If anyone needs assistance or instruction she is available.

The VPAA has advised all deans that if assessment reports are not completed, the instructor responsible will not be able to teach online or have an overload assignment. The dean will work with J. Young and faculty to insure compliance.

**Scheduling Update**

M. Braun read a report from the dean stating that as of last week the college did not have plans to cutback sections for summer or fall. However, ECC will have to reduce its total FTES by 400 which most likely would be taken from winter and spring 2013. November elections will determine by how much all community colleges will be reduced in apportionment. At this time spring 2013 has been rolled over and division reductions have not yet been decided.

**Timeline for Schedule Development**

B. Knapp reported full-time schedules and any changes requested have been completed for spring 2013 and part-time staffing will begin as soon as feedback is received on cuts needed to the division total FTE. M. Braun reported on behalf of the dean that online sections have been reduced and are being assessed since there is still higher attrition in some sections across the division. The dean will discuss this with faculty who teach online if they are falling below 50% success rates.

**Curriculum: TMC and Course Review**

The Psychology transfer studies degree has been submitted to the Chancellor's office for approval. All TMCs must be completed by the end of the year.

B. Knapp reported the division as well as the department is on task with outlines due for course review. M. Wynne and M. Braun have completed the course review for PSYC 10 and 21.

### **Course Repeats and Deadlines**

M. Braun reported beginning in summer students will only be allowed to repeat a class twice regardless if they have received Ws, failing grades or a combination of both with three attempts being the maximum allowed. Please advise your students of this fact since they will be impacted severely by this new regulation.

Also, the last day to add a class will also be the last day for a student to drop with a “no notation” on their transcript. It is imperative that faculty monitor their attendance rosters very carefully, it is a requirement of instructor responsibilities per the Federation contract. Submit no shows and active enrollment reports.

### **Smart Classrooms**

B. Knapp reported equipment was being installed in ARTB 350 and 354 to upgrade them to smart rooms. The work is being done on Fridays and should be completed soon. All classrooms on the third floor now are equipped.

R. Mascolo reported that there are dead Wi-Fi spots in ARTB 354. B. Knapp will have work order submitted to ITS.

### **Department Activities**

A. Simon has taken over as the advisor for the Psychology Club this semester. A. Himsel will resume her position as the advisor next semester.

Thursday “Effective Listening/Active Listening” presentation will be held at the campus theater at 1pm. The panel consists of staff from the Community Helpline.

R. Mascolo reported that the Psychology Student Symposium is scheduled for Thursday, May 31<sup>st</sup> in Haag Recital Hall at noon. He has received many last minute entries for extra credit.

### **Compton Center**

D. McPatchell reported the Psychology and Human Development department are now combined. David distributed their combined program SLO, feedback would be welcome. Also, David McPatchell reported he attend the National Institute on the Teaching of Psychology conference earlier this year in Florida.

**Meeting adjourned at:** 1:35 p.m.

cc: T. Fallo  
F. Arce (electronic version)  
Psychology Department Faculty/Compton Center Faculty  
Compton Center: S. Dever  
Division Counselor: Y. Cooper