Social and Behavioral Sciences
Division
May 7\textsuperscript{th}, 2014
MD 155C
Division Minutes

In attendance: Patti Dixon, Lillian Payn, Jenny Fererro, Michelle LaVigueur, Rebecca Clements, Bob Vetter, Jack Kahn, Dolores Silva, Craig Forney for Michael Lockett, Christine Brady, Connie Sterling, Linda Morrow, Ruth Barnaba, Rudy Jacobo, Michelle Fifield, Melissa Grant.

A. Old Business

B. Items to add to agenda

C. New Business
   a. Curriculum
      1. Course Deactivation memo- be sure to deactivate what isn’t being taught (if anything) due May 15
      2. This is a repeat also: All new curriculum should have been submitted for Curricunet Review—you can still get stuff in but literally 1\textsuperscript{st} week of classes in the fall!
      3. Please remind faculty who did not do census certifications to turn in ASAP
   b. Health & Safety
      1. Affordable Care Act- the college is considering options in how to deal with the requirement that any employee who works 30+ hrs or more is considered full-time. This 30 hrs is counted across constituent groups (not just within) so we must have a plan in terms of how to handle this
      2. Facilities Update
         1. We have Court workers cleaning walls
         2. Facilities is doing more inside window cleaning work
         3. Jack needs to check on the door on the 2\textsuperscript{nd} level of MD bldg.- update when it’s getting fixed
         4. Jack needs to check on update on signs for area near AIS
         5. Jack needs to check on gum on sidewalks near MD
   c. Enrollment
      1. Spring 2015- chairs- please set up 15 minute meetings with Jack to discuss enrollments- keep in mind we were overscheduled- don’t hack at the schedule but please be careful about places we may be offering too many sections for the current need
      2. Please keep sections in the wings for summer/fall in case we fill fast!
d. Budget planning
   1. May 16th is last day for requisition requests so get those reqs in
   2. Budget realignment thank you & Lottery Lines Update: Thanks to everyone for working together on budget issues this year. I will know about the lottery extensions for next year after July 1st.

e. Technology
   1. IS exploring the idea of laptops- it is hard to manage with security issues etc. but considering possibilities
   2. Summer Online exams- instructors can reserve rooms in MD for exams but they need a 2 week heads-up to facilities

f. Other
   1. 4/10 work week memo should come soon (MOU)
   2. Division Highlights due ASAP – Dolores needs to compile them – officially due May 13th

g. Department Reports
   1. AIS (Patti Dixon) – no report
   2. Library (Linda Morrow) – the library will be open this summer (8-8 M-TH) and in intersession.
   3. Library (Connie Sterling) - we have some great displays right now- on the 1st floor we have one related to the ‘President’s Tea’ event, EHPS has one related to May Day and we will soon have one focused on WW1
   4. ATRC (Lillian Payne) Winners announced for the ‘Best of the Best’ showcase winners—Steve Perry CSIS #1, Kelly Falcons (KINE) #2, Rich Cassoni CSIS (#3). We had 15 new POET certs.
   5. BS (Rebecca Clements): We had a wild and exciting poster session yesterday- really exciting studies and packed with people. Really well attended.
   6. BS (Craig Forney): No other updates
   7. MCS (Rudy Jacobo): We had a very successful Tarde de Familia event with 150-270 people- the sky is the limit as to what we can do with this.
   8. CD (Jenny Ferrero): Child Development Club still very active- finishing the semester. Meeting with the architects again after this 18 month delay.
   9. Wellness (Michelle Fifield): Things are going well with new machines and extended hours for the summer.
   10. KINE (Bob Vetter): Women’s softball is #1 in the state- please check them out this weekend. Pool Operations position is also going forward.
   11. STAR (Ruth Barnaba): No report
   12. SBS (Dolores Silva): No report

h. Recognition/promotion of faculty

i. New Items added

j. Announcements
   1. Big thank you from Dean Jack for all for the support and help this year. SBS is awesome!

k. Other/Questions