Social and Behavioral Sciences
Division
Chairs Meeting Agenda
MD 155B
October 15th 2014

In attendance: Dixon, Vetter, Morrow, Fererro, Lockett, Jacobo, Kahn

A. Old Business
B. Items to add to agenda
C. New Business
D. Technology
   a. Blog: Dean Kahn is taking a break from the blog as he can’t keep up. He hopes he can still find many ways to support the faculty and all of their impressive efforts. The “hit rate” for the blog is pretty low, so likely the blogosphere will survive for now. 😊
   b. Streaming Server – We have a meeting coming up soon (next week) to look at three different vendors and explore options for funding.
E. HR
   a. On part-time hiring
      i. Pools- HR is looking into developing a model to handle “pools” for part-time faculty- especially to help us should the SRP go through. More on this should be coming soon.
      ii. VP and Dean signature- VP Tortarolo suggested that p/t hires need VP and Dean signatures because the district makes recommendation to the board (The Dean’s understanding was that this recommendation needed to be represented by an admin of the district) and that is why those signatures are on the form
      iii. Hiring Hourly – Dean Miyamoto gathered together some folks to help streamline the procedure for hiring hourly assistance- it was very productive-- more information should come soon
F. Curriculum/Scheduling (reminders):
   a. Summer is complete at this time
G. Health & Safety
   a. The issue about Health Services not coming to assist when there is an emergency as well as requiring faculty to be involved with filling out forms etc. was brought to VP Gonzales attention- will update as more information comes in
   b. Linda Morrow brought up an issue that happened in Escondido – a staff member, who was alarmed after having to deal with a problem patron, asked for an escort to her car. Katy French, Branch Services Librarian, called the police to arrange for the escort and reported that the
police laughed at her. The police said they would watch the young, pregnant staff member from their window. Library Manager, Connie Sterling, tried to file a complaint and was told by the police chief that they would take care of it (but did not seem to have a formal method to file complaints). Dean Kahn will contact VP Gonzales.

H. Enrollment
   a. Summer & Distance Education: The Deans & VP of instruction discussed the ‘balance’ of DE courses and on the ground courses for summer 2014 and decided that it makes sense for the criteria for this to come from the faculty and folks who are involved in the Distance Education discussion this year. We discussed various advantages and disadvantages of different ways to handle this (dept. autonomy, shared community standards, specific pedagogical criteria etc.)
   b. FT II: SBS FT II generally looks good- we have maybe two classes under 20 right now
   c. Fall 2015; The Instructional Deans have been asked to work with chairs to improve our schedules in terms of scaling back classes that are not near cap and looking to grow in areas of student demand. We will be looking at our fall data and making adjustments but always with an eye to student need and context of each course (rotation, need, etc.). Some courses will need to be offered for completion even if they are not ideally enrolled etc. But we also have several intro type sections with too many sections which are spreading out enrollment. More information will be shared as we move forward but this is mandated from above and needs to be completed for fall.

I. Budget planning
   a. Budget alignment- Thank you to everyone willing to adjust their budgets by sharing ‘extra’ funding based on last year’s usage. Dean Kahn made it clear that in the future, if you become short as a result of this adjustment (as this will affect all future budgets as he understands it), he will do the same kind of advocating for your area as he did for those who will be the recipients of this funding this year (primarily ATRC and STAR).
   b. We also discussed whether the college would do this kind of reallocation above the divisions so that it was more widespread etc.
   c. We discussed SPFF funds- (Handouts were given to chairs) and Dean Kahn suggested he was willing to work with any group interested in applying for monies- $200,000 is set aside for funding to support the strategic plan.

J. Accreditation – No news
K. Program Review- Form being reviewed
L. Other
M. Department Reports
   a. AIS (Dixon): Quiet
   b. KINE (Vetter): Nada
   c. CD (Fererro): No updates
   d. BS (Lockett) Darwin Days is returning (see flyer enclosed with info)
   e. MCS (Jacobo):
      i. Tarde de Familia was quite successful- 318 people
      ii. Family Institute 1st meeting November 20th working with families to help them learn how to navigate the school system
iii. November 6th Henry Lesperance will be screening a film he produced- more info will be coming

f. Library (Morrow): Dia de los Muertos celebration will be happening soon – with a display in the library celebrating 25 years of celebrating this event at Palomar College

N. Recognition/promotion of faculty
O. New Items added
P. Announcements
Q. Other/Questions