

## Humanities and Social Sciences Division

### MINUTES

Tuesday, August 13, 2019

1:00 pm to 3:00 pm

Location: 3-142

**ATTENDEES:** James Carranza, Joan Murphy, Gloria Pena, Katie Schertle, Gerardo Pacheco, Alicia Aguirre, Jason Chang, Bob Lee, Jessica Kaven, Ami Smith, Natalie Alizaga Jeri Eznekier, Elizabeth Terzakis David Eck, Danielle Pelletier, Maureen Wiley, Rebekah Taveau, Lisa Palmer, Julie Carey, Yolanda Valenzuela, Salumeh Eslamieh, Doniella Maher, David Clay, Denise Erickson, Sarah Harmon, Mike Tyler, Alison Field, Anna Budd, Bill Morales, Mike Nagler

#### **ABSENT:**

Lezlee Ware, Mike Stanford, David Meckler

**GUESTS:** Allison Hughes, Sophia Vu

**1:00 General Announcements** – Welcome and introductions. James informed the division he is also acting as the Dean of Science and Technology until the end of the month.

Denise Erickson announced the GE Pathways events for the fall semester.

Rebekah Taveau announced that the first ACES meetings will be held on the 4<sup>th</sup> Tuesday of the month. The first meeting of the semester is On Tuesday, Aug. 27<sup>th</sup> from 2:30-4:00 in 2-10. The agenda will be about vision setting and equity goals. ACES will be collaborating with Dreamers and with the undocumented student week. Also, how to become more involved in the 2020 election and activism.

Alicia Aguirre announced on Aug. 25<sup>th</sup> is Women's Equality Day the day that women were allowed to vote. There is an event at the Belmont Library with a panel of women speakers. Joan will send out a flyer via email about this event.

Jeri Eznekier spoke about the CWA program, which is experiencing a 40% increase in students this fall. Graduated 38 students in May. Would like to add Business to their majors.

Accreditation visit from Sept. 30-Oct. 3.

Program Review due on October 21<sup>st</sup> includes resource requests. All Humanities & Social Sciences disciplines are due.

#### **1:10 Division/Committee Updates**

1. BLDG 13 Modernization Project Occupant Meeting  
**Friday, August 23, 10:00 to 12:00-** There will be a presentation on building 13 modernization in 6-101/102. Please attend to see what is being planned.
2. James mentioned that all syllabi are due and make sure they include the required essentials. He mentioned the common reasons why students have complaints or frustration and confusion about their classes:
  - Being graded on absences (cannot grade on absences per Title V)
  - Unclear grading
  - Lack on online contact for online classes
  - Office hours (faculty not present during posted office hours)

**AFT- Doniella-**We are mid-negotiations, going slow with not a lot of movement. Our contract ended in June so we are working without a contract. Planning a Town Hall in the upcoming future. Will send out

information about the details of where and when. Check out the AFT 1493 website of details on all the contract negotiations, good recap there. Doniella and Salumeh will be holding open office hours for AFT on Wednesdays from 11:45-12:45 in Salumeh's office in 13- 07.

Yolanda announced that the Writing Center is opening on Monday August 19<sup>th</sup>. If you can hold one office hour per week in the Writing Center that would be ideal. Email Erick Bojnowski or Yolanda your schedule. Located in the front of the Learning Center. Erika is the part time instructional aide and it is open Monday-Thursday from 10:00-5:00. Drop in tutoring available. Encouraging everyone to hold office hours there, not just ESL and English faculty.

**1:20 Information and Discussion**

1. Canvas Updates and Program Review, Allison Hughes, Instructional Technologist- Went over Program Review, CANVAS updates. TracDat is now called IMPROVE! Allison publishes an ITech update newsletters. CANVAS is getting a new gradebook with extra filters and easier to navigate.
2. SLOs, Jessica Kaven, SLO coordinator- Jessica talked about Program Review and assessment reflections. Check out the assessment website. Must do SLO's and PLO's.