

## Humanities and Social Sciences Division Meeting Minutes

Friday, May 18, 2018

11:30 to 12:30

Location: 3-142

**ATTENDEES:** James Carranza, Gloria Pena, Diana Espinoza, Sarah Harmon, Julie Carey, Jason Chang, John Kenny, Alicia Aguirre, Doniella Maher, Yolanda Valenzuela, Katie Schertle, Rebekah Taveau, Gerardo Pacheco, Jessica Marshall, David Eck, Ami Smith, Lezlee Ware, Maureen Wiley, Alison Field, Bill Morales, Che Meneses, Monica Malamud

**ABSENT:** Denise Erickson (teaching a class), Anna Budd, David Clay, Susan Gangel, Bob Lee, David Meckler, Mike Stanford, Joan Murphy

**GUESTS:** James Aganon

### 11:30 General Announcements

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### 11:40 Updates

#### Participatory Governance Committees

1. Academic Committee for Equity and Success, Rebekah Taveau
  - Board of Trustees approved the Cañada Equity Resolution
  - ACES supports an Equity Director position
  - Last Equity Lecture Series Event- over 100 attendees
  - Tracy and Rebekah will be coming in the fall to talk about closing the equity gaps in our division and what research strategies we already know and do and what kind of support we need. It would be helpful if people can respond to the questions and turn it in to Rebekah's box by June 1
2. Academic Senate, Doniella Maher
  - Academic Senate Campus Climate Survey is out. Please fill it out and we will be talking about it at the first Academic Senate meeting of the semester.
  - Classified might follow up with a similar survey
3. Curriculum Committee, Julie Carey and Lezlee Ware
  - CC is continuing to look at course enrollment maximums
  - Changes to the Study Abroad Life and Culture course to make it so that more folks meet the minimum quals.
  - Discussion of hybrids and what that means—they only have to meet face to face once
  - Curriculum Committee recommends that you try not to have curriculum back up on you
4. Instructional Planning Committee, Katie Schertle
  - Recommendations to program review and resource request prioritization-main recommendation is to collapse IPC, APC and SSPC and all the coordinators and faculty leadership to all be involved in the review and presentations so that more sections of the campus are involved in the process
5. Planning and Budget Committee, David Meckler
  - Sustainability Plan presented. The document is beautiful.
  - Resource requests are now sort-of being considered and okayed. The system is better, but there are still kinks to work out.
  - There were presentations on the budget
  - Strategic Enrollment taskforce is being reactivated
  - Participatory Governance Survey was out and the results were not very good. There will be a discussion at the October 11<sup>th</sup> Flex Day meeting.
6. Dreamers Update
  - Mural Project is moving ahead

-In the fall we will be having a series of events to incorporate the campus in this process

-Installation by the end of April 2019

-Artists will do the design, but the community will be involved in the painting

#### 7. Theater Update

-This last semester Anna Budd worked with PTK students and drama students to work on a play *The Clear and Present Danger Test* about the free speech movement. It earned three awards at the PTK convention, the Beta Zeta Nuwon best project in their theme (free speech), 3rd best entry overall, and Most Distinguished Chapter in the region!

#### Division Updates

##### 1. AFT, Monica Malamud

-Elections-New President Paul Ruckhaus, New Co-Chapter Chairs Doniella and Salumeh, and new Part timer rep Lucia Olson.

-We are going into contract negotiations this fall.

##### 2. Dreamer Task Force, Kristen Parks

#### 12:00 Information and Discussion

##### 1. Full-time Office Update

-James will be working on figuring out the office situation.

##### 2. Spring Enrollments and long-term planning

-James and Joan will be continuing to work on spring enrollments by looking at past patterns.

##### 3. Tenure committees for Fall 2018 and beyond

-We have several tenure committees to put together. James will be approaching folks to fill in the gaps in the tenure committees and for the new tenure committees.

-Maureen should be under the new contract. We might have to make changes.

-We should also start to think about the tenure committees for tenured and tenure-track faculty for Spring 2019

-It would be helpful if we set the tenure committees at the beginning of the process so that we don't have to scramble to figure it out later. James will work with the chairs to figure it out.

#### Reminders:

- Post finals schedules
- Finals Week: May 19 to May 25
- Grades Due: Monday, June 4
- Confirm finals dates, times, and locations with students.

#### Please Note for Final Examinations:

1. "Final examination periods are included within the required number of service days. Instructors must meet all assigned classes for final examinations at the appropriate hour as published in the College final examination schedule, except by written permission in advance from the appropriate Vice President" (AFT Agreement, 2016-2019, 7.10).
2. Off-Campus/Evening/Weekend Classes:  
"Final examinations for all evening, off-campus, Saturday and Sunday classes will be given during the LAST class meeting scheduled for the course. If a class meets more than once a week, regular instruction is to be held for each evening the class meets prior to the final exam" (Schedule of Classes, 5).

#### FALL 2018 Division Meetings, 12:00 to 2:00, 3-142:

*Division meetings are regularly scheduled for the first Friday of the month, 12:00 to 2:00, 3-142.*

- Opening Day, August 14—Time, Location, TBD
- Friday, September 7, 2018, 12:00 to 2:00, 3-142

- Friday, October 5, 2018, 12:00 to 2:00, 3-142
- Friday, November 2, 2018, 12:00 to 2:00, 3-142
- Friday, December 7, 2018, 12:00 to 2:00, 3-142