

Humanities and Social Sciences Division

Minutes

Monday, August 13, 2018

1:00 to 2:15

Location: 3-142

ATTENDEES: James Carranza, Joan Murphy, Gloria Pena, Maureen Wiley, Danielle Pelletier, Gerardo Pacheco, Mike Stanford, John Kenny, Sarah Harmon, Denise Erickson, Jessica Marshall, Bill Morales, Doniella Maher, David Clay, Garth Bunse, Ami Smith, Alicia Aguirre, Natalie Alizaga, Elizabeth Terzakis, Bob Lee, Christina Shih, Susan Gangel, Paul Bissember, David Meckler, David Eck, Jessica Kaven, Rebekah Taveau, Mike Nagler, Julie Carey, Anna Budd, Yolanda Valenzuela, Bob Lee Monica Malamud, Katie Schertle

ABSENT: Lisa Palmer, Lezlee Ware, Alison Field,

GUESTS: Candice Nance, Tammy Robinson

1:10 General Announcements- Welcome and Introductions- James Carranza

Updates

Participatory Governance Committees

1. **Academic Committee for Equity and Success-** Rebekah Taveau- Discussing and collaboration to support faculty with AB 705 the acceleration for Math/English and ESL and student success. Integrated plan for 2020 working with the 5 goals of the college. Making recommendations for an Equity Director. Alicia, Julie and Rebekah attended the CAP (Community of Practice) conference in June at Skyline and have information to share about AB 705 and implantation.
2. **Academic Senate-** Doniella Maher-The faculty "climate" survey is closed. Please come to the Academic Senate meeting on Flex Day, August 14th at 2:30 in 3-142. Open to all not just the governing council. The Secretary position is open. Let Doniella or Diana Tedone know if you are interested.
3. **Curriculum Committee-** Julie Carey - Make sure you update your course outlines. Lezlee Ware and Julie Carey are the Curriculum reps. Katie Schertle and Candice Nance wanted to make everyone aware of the upcoming curriculum deadlines. In our division Drama, Philosophy, Political Science and Psychology need to update their course outlines. Curriculum meetings are on the 2nd and 4th Fridays of the month in 2-10. Next meeting is September 14th. When you have questions, please first check the curriculum handbook, next check with your division reps. if you need more assistance then contact one of the co-chairs, Katie Schertle or Candice Nance. Do not contact Jose Peña please!
4. **Instructional Planning Committee-** NO REPORT
5. **Planning and Budget Committee-**David Meckler- Will be on this committee for one more year.

Division Updates

1. The part-time office is been renovated with carpet, paint and new desktop computers.
2. Enrollment update-James Carranza- Enrollment is a slight decline or 2¼ %. CSM is down 4% and Skyline 3%. District overall 3%. Cancellations were minimal and some added classes.

Information and Discussion

Student Services and Instructional Support- James Aganon is the Counselor that is dedicated to

the Humanities and Social Sciences division. Hannah Morrison the Retention Specialist in Academic Support and Learning Technologies has created a website for student services, who to go to for what:

<https://morrisonh0.wixsite.com/studentsuccess>

Yolanda Valenzuela shared that she walks her students through key resource areas for them. When possible it really helps to walk student to the area that they need whether it be the DRC or other resources.

Tammy Robinson the new VPI came to welcome everyone to the fall semester.

Operations update-Dr. Dayo Diggs, Interim Director of Operations- Dayo updated all about the construction going on, specifically the building 9 repair which has displaced many offices, please be patient with all the moves. Building 1 is schedule to open in 2021, building 21 in 2020. There is a new shuttle service that is transporting students from East Palo Alto, they have both a daytime and nighttime service.

Guided Pathways-Maureen Wiley and Denise Erickson are the faculty reps on this committee. Inquiry program that maps pathways for students focus on the classes they need to transfer and not take the wrong class or too many classes (credits). Students not having to spend the extra time and money taking extra units. The Guided Pathways program is an ongoing program identifying "Meta Majors" that will save time and money for our students. There is a Guided Pathways "State of the Union for GE Pathways" presented by Denise Erickson on Tuesday, Aug. 14th at 11:00am in 3-148.

Ad Astra- facilities scheduling-James explained a bit about the classroom/space optimization software that will be implemented in summer 2019 which will change how classrooms are assigned.

Full-Time Faculty – Please stay to go over Tenure committees and part-time evaluations. Adjourn to choose committee and evaluators.

2:10 Adjournment