

Humanities and Social Sciences Division

Minutes

Friday, October 6, 2017

12:00 to 2:00

Location: 3-142

ATTENDEES: James Carranza, John Perez, Alicia Aguirre, Katie Schertle, Bob Lee, Doniella Maher, Rebekah Taveau, Jenny Castello, Diana Espinoza, Yolanda Valenzuela, Susan Gangel, Maureen Wiley, Mike Stanford, Ami Smith, Monica Malamud, Jessica Marshall, Julie Carey, Mike Tyler, David Eck, Jessica Kaven

ABSENT: Joan Murphy, Gloria Pena, Anna Budd, David Clay, Denise Erickson (teaching class), Salumeh Eslamieh, David Meckler, Bill Morales, Lisa Palmer, Kristen Parks, Lezlee Ware

GUESTS: Allison Hughes, David Johnson, Jenna French

12:00 Welcome! And general announcements

John Kenny is the new Theatre Manager.

12:15 Updates

- Jenna French, Learning Disability Specialist-- DRC, Wellness Center

Jenna presented on the services provided by DRC. She gave an overview of Learning Disabilities and testing to qualify for services/accommodations.

There has been an increase in the number of students accessing DRC services. Some disabilities are visible (for example, if someone uses a wheelchair) but others are not (such as learning disabilities).

Students have free access to 8 sessions per year of personal counseling. They can also be referred to community resources. Personal counseling is confidential.

Health services: staffed by a registered nurse and a nurse practitioner.

Services: first aid, OTC medications, blood pressure, flu shot, etc.

- Yolanda announced a free field trip October 19th to see the play "La muerte baila". Contact Yolanda.

- Participatory Governance Committees

1. Academic Senate, Monica Malamud

Senate has been appointing faculty to participatory governance and evaluation committees.

Some highlights of senate meetings: discussion about using Canvas as a communications forum for the college, computers/technology for faculty, status of Human Services Dept.

2. Curriculum Committee, Katie Schertle

November 2nd is the deadline for any curriculum changes that affect Fall 2018 course schedule.

3. Instructional Planning Committee, Katie Schertle

We will get a survey about the college's mission statement; this is related to accreditation.

4. Academic Committee for Equity and Success, Rebecca Taveau

3CSN event coming up: October 17, 2:30-4:30 p.m. – Equity embedding framework for Student Success. This is a launching pad for ACES' work

There are four ongoing projects in ACES that are looking at strategies for closing the equity gap. A group is also working on a draft of the college-integrated path.

• Division Updates

1. AFT, Monica Malamud

Contract was ratified by the faculty and approved by the Board. Notice the MOU on Tenure Evaluation Committees, and the changes in flex days. Please participate in the survey about the Academic Calendar for 2018-2019; decision will be made by AFT at its October 18, 2017 meeting.

2. District Work Load Committee, Doniella Maher

Faculty throughout the district got very different requests for information. A survey will be sent to all faculty, to collect good data. Faculty should list everything they do.

3. Assessment, Katie Schertle

New frequency of assessment for Cañada College, which complies with ACCJC requirements: all active courses (not necessarily every SLO or section) and at least one PLO must be assessed at least once every three years.

1:20 Discussion

1. Department scheduling meetings for Summer and Fall 2018.

James would like to have a meeting with each department to plan the schedule together.

1:40 Information

1. Workshop: Conference and Reimbursement Forms—expense forms, travel and lodging, meals, pro-card charges, mileage, reimbursement.

10/10, 2:00-3:30, 2-10. Mary Chries Concha-Thia.

1:30 Reminders

1. Request for Reassignment Proposals. Due for dean review. Due to VPI Office, Oct 20.

a. <https://www.canadacollege.edu/ipc/reassignment.php>

2. Full-time Faculty: If you haven't already, please complete the diversity training,

Thursday, Nov 2, 2:00 to 4:00 pm. Cañada, 5-108. (Skyline, Nov 1, 10-12, 6-202; CSM Nov 3, 10-12, 10-468)

Fall 2017 Division Meetings:

Division meetings are regularly scheduled for the first Friday of the month.

1. Friday, September 1, 12:00 to 2:00
2. Friday, October 6, 12:00 to 2:00
3. Friday, November 3, 11:30 to 1:00.
4. Friday, December 1, 12:00 to 2:00