Social Sciences Department Meeting, March 14, 2014

Attended: Cynthia Chausse; Kathy Clark; Jacquelyn Davis, Thomas Donaldson; Terri Heck; Mark Herman; Dawn R. Kulpanowskie; Sabine B. Maetzke; Brian Page; Eric Seelau; Shelia Seelau; Harold Van Boven; Laura Weir; Philip Wisely.

Meeting Minutes, 1:00-2:00pm

1. Department Minutes

* February’s department minutes were reviewed.
* No changes were submitted
* The minutes were approved.

1. Chair Election

* Dr. Page informed the department that next month elections for chair of the Social Sciences Department will be held. Dr. Page’s current appoint was only on an interim basis.
* Interested parties should submit their interest in serving as Chair to Dr. Wright.
* If Dr. Herman was not interested in serving as chair, he will supervise the election as the Department’s most senior member.
* Dr. Page indicated his willingness to continue to serve if the Department was interested.

1. Assessment Coordinator

* Dr. Wright is calling for individual Department members to serve as assessment coordinators.
* An Assessment Coordinator will receive a $1500 stipend for their service.
* Dr. Page inquired whether or not Professor Donaldson, as a current member of the learning assessment committee, would be willing to serve.
* Professor Donaldson indicated his agreement.
* There were no objections to Professor Donaldson serving as assessment coordinator.

1. QEP Update

* Dr. Kathy Clark updated the department on the Cornerstone/First Year Experience Class. She had just returned from a conference where she was able to demonstrate Edison’s success and continued efforts to develop and integrate the FYE course into the college’s curriculum.

1. Dual Enrollment Observations

* Dr. Page noted that there has been some confusion on the observation process. Based on conversations with the Dean and the other Department Chairs it appears that now each individual departments are responsible for completing observations of Dual Enrollment Instructors. Given the short time frame to complete the observations, Dr. Page requested volunteers. Professors Heck and Wiseley had already agreed to complete some Dual Enrollment Observations. He requested those willing to help to contact him and he would provide a list of instructors and their locations.

1. Syllabi and Statement on Academic Integrity

* Based on conversations with Dean Alford, Dr. Page noted the Dean’s request for all instructors to included a statement on academic integrity in their syllabus.
* The department observed most of them already did include a statement on plagiarism, cheating, and academic integrity; and rather than design one universal statement for the department they would rather do so individually.
* The faculty noted that they all have different approaches; not too mention each individual syllabi would have to be changed in the document manager.
* Dr. Page agreed and indicated he will continue to express this request to adjunct instructors.

1. Search Updates

* The searches for Professor of History on Lee and Collier campus are in the process of beginning to bring candidates to campus.
* The search for Political Science Professor has yet to be posted.

1. New Business and Adjournment

* There was no new business.
* The Meeting Adjourned.