Department of Social Sciences
September 12, 2014
1pm

Attendance: Bruno Baltodano, Terri Heck, Sabine Maetzke, Cindy Ermus, Mark Herman, Sheila Seelau, Eric Seelau, Phillip Wiseley, Harold Van Boven, Brian Page, Jacquelyn Davis, Cynthia Chausee, Dawn Kulpanowski, Matthew Vivyan, Thomas Donaldson.

1. General Education Curriculum Revisions
* Dr. Wiseley made a motion to not develop Introduction to Anthropology for the course offerings in Part A and to keep Physical and Cultural Anthropology in Part B.
	+ The motion was seconded and passed unanimously.
	+ Professor Van Boven reminded the Department the General Education offerings for the Social Sciences must be submitted to Dr. Weir by October 1.
	+ Dr. Page will submit the final draft.
* Dr. Page reminded the Department that changes to course offerings in Part A of the new General Education Curriculum needed to be submitted to the Curriculum Committee for official approval. Dr. Wiseley has already completed the proposal for Sociology. Dr. Eric Seelau agreed to put together the proposal for Psychology. Drs. Page and Donaldson will complete the forms for American History.
* There was discussion on the proposal for names changes and whether or not wording would need to be changed. There should be no real changes for Sociology and Psychology. The course description and learning outcomes for AMH will have to be adjusted to accommodate the new state changes.
1. Assessment
* Professor Donaldson reminded the Department of the process for volunteering artifacts for General Education Assessment. Professor Van Boven and Chausse have already submitted their proposal for Gen Ed assessment to Professor Donaldson.
* Professor Van Boven inquired about the collection of artifacts and his intention to collect graded and non-graded for submission of the artifacts. Professor Donaldson noted he will learn more about the collection of artifacts at the next Learning Assessment Committee Meeting.
* Dr. Page reminded the Department that course-level assessment will continue. If any changes are proposed faculty members should do so now. The assessments will be distributed to instructors next month.
1. Faculty Evaluation Plan
* The revised faculty evaluation plan was discussed. The department was encouraged to review the new faculty evaluation plan since there have been changes to the form.
* There were questions regarding the date for submission of Appendix A and B. Is it the 26th or the 29th? Professor Van Boven reviewed the faculty evaluation plan and informed the group the date is the Last Monday of September (September 29).
* The importance of developing a L.O.G. was discussed. Everyone regardless of contract status is required to complete a L.O.G. There are a variety of ways to complete the L.O.G. and it can take place over different semesters. Professor Heck discussed the L.O.G. workshop she attended this month.
* Dr. Page proposed for the Community of Practice in October to be structured around L.O.Gs. and assessment. Members of the Department noted this was after everyone’s L.O.Gs were due. After discussion, it was agreed the department could at the very least discuss their L.O.Gs. and thoughts on assessment in general.
* Dr. Page distributed copies of the proposed new evaluation SEI. Copies of the SEI had been forwarded to faculty on other campuses just before the meeting, so some examples were provided. It was noted that departments, schools, or disciplines could also contribute their own questions.
* Questions from the department were raised regarding the reliability and viability of the the questions used. How do we ensure the data is reliable and measurable? Some questions the department believed were vague and not measurable. For example, how would a student know whether or not the professor adapted his or her teaching style to meet the needs of the class? And, was this in regards to students with special needs? Questions were asked regarding how students would measure and determine whether or not ample opportunities for student-interaction were provided. Would these questions mean the instructor would need to change how they operated in the classroom? It was also noted that displaying enthusiasm when teaching was also hard to define and that none of the questions dealt with whether an instructor was competent in the delivery of the content.
* Given the questions the department had regarding the new evaluation measure, it was suggested that the new evaluations need to piloted next year in order to determine problems that may or may not exist and should not be counted towards one yearly review.
* It was noted the plan is to eliminate SIRS II and begin the new SEI across the board next year.
* The department reiterated they are not against being evaluated, but have concerns whether or not these questions will provide useful data. It was suggested to begin developing departmental questions for consideration.
1. Scheduling
* Dr. Page discussed the new S25 system to be used. He forwarded the latest draft of the proposed schedule and encouraged everyone to review it closely. To identify potential problems or issues with course offerings. Once the schedule is developed it will be hard to change; therefore, Dr. Page encouraged everyone to submit their load request soon.
* Professor Chausse raised questions about the online schedule and whether or not she will be teaching the class she requested as she develops here load sheet. Dr. Page noted the schedule includes online, so it should be listed.
* Dr. Vivyan inquired about course offerings and whether or not there would be someone to teaching the WOH 1012 class, in order to minimize prep. Given Dr. Vivyan is the only full-time historian on the Collier campus he should be able to determine the sections. The remaining classes would be taught by an adjunct.
* Professor Donaldson inquired about offerings on Charlotte and his concern of being given 5 preps. It was asked by the group whether or not that was in the Contract (limiting preps). Most agreed it was not. Therefore, it was suggested he review the schedule closely and make suggestions regarding course offerings.
1. International Education
* Professor Baltodano discussed his intention to offer a course within the state number system on either the developing world, Latin America, and/or Political Violence to be linked with study abroad (either for a week during class, an entire semester abroad, or three weeks in summer). He has been in discussion with Laura Weir and Cat Fuller regarding this possibility.
* The department vocalized their support for this endeavor.
* Dr. Ermus indicated her intention to possibly do something similar with WOH. Students in her classes expressed interest.
* The Department agreed to invite Cat Fuller to a future Department meeting to discuss ways in which the Department of Social Sciences can work with International Education.
1. DE Observations
* Dr. Page informed everyone he will be sending out a list of DE instructors that will need to be observed. This is an opportunity for college service.
1. Other Business?
* Professor Davis inquired about the dates for upcoming Community of Practices. Dr. Page indicated he would send out an email today.
* Professor Davis also inquired about meeting minutes. Dr. Page noted he will finalize them today and send them out to the department for approval.
* Dr. Page did request the possibility of an official, and/or rotating note taker for meetings, in order to provide more detailed and reliable minutes.

The Meeting adjourned at 2:15pm