Department of Social Sciences   
Minutes, January 9, 2015  
1pm  
Lee AA-177  
Charlotte E-105  
Collier M-120A

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

Excused: Cindy Ermus

1. SEI

* The department discussed the new student evaluation instrument to be implemented in the Fall. There is room to add three departmental questions. After discussion, it was decided not to developed questions for the SEI from the department at this time. The department will revisit the question again next year after the SEI has been implemented.

1. Assessment Updates

* Professor Thomas Donaldson provided an update of the General Education Assessment currently in place.
* He noted the Professor Cynthia Chausse will be featured in the assessment newsletter.
* Professor Donaldson also noted that the assessment committee is currently in the process of the creating scoring teams and in need of volunteers. Professor Maetzke noted she is currently volunteering for a scoring team.
* Professor Donaldson asked to be copied in any emails related to General Education Assessment in order to maintain a clear line of communication between faculty, the department, and the assessment committee
* Professor Page noted that course level assessments are still on going for a number of courses. He asked whether or not the department had objections to sending the results to Dr. Van Galeen for analysis. There were no objections.

1. Additional Information and Discussion

* Professors Page and Wiseley talked a little about the new process for ranking and scoring professional development requests for funds. They noted this is a new process, and while there are still issues to be considered with the rubric for distributing funds, this was designed to ensure transparency given the amount of professional development requests can not be all be supported with the current funds available. Professor Page encouraged faculty to continue to use and request funds for their professional development.
* Professor Chausse inquired about honors courses on the Charlotte campus. Professor Page noted the school is in the process of developing and expanding the honors program. He encourage those interested to contact Professor Wendy Chase for more information and the possibility of teaching honors courses on all the campuses.

1. Dean Alford

* The reminder of the meetings was turned over to Dean Alford who visited the meeting to start the semester.
* He provided the department with copies of the new brochure for the SoAHSS
* He discussed the process for syllabi collection and approval. The final approval is the Deans after review by the department chairs.
* He provided an overview of the scheduling process. He noted that the schedules are currently being developed to maximize classroom capacity. His office will be developing the schedule, asking for input from the chairs, and will take into consideration suggestions from the faculty. He is not against offering new and/or more classes than proposed on the schedule if justification can be provided.
* The reminder of the meeting was reserved to discussing MWF course offerings and the trend across the college to MW offerings instead. The Dean provided numbers related to MWF offerings on campuses and by departments. Currently the Social Sciences provides around 50% of their courses on MWF, which is the highest percentage of any department in the SoAHSS.
* The Department expressed their concern about the lack of consistency college wide for course offerings. While some faculty preferred the MW schedule, many of the faculty members in the Social Sciences run MWF classes. Given the recent shift to MW offerings there is growing concern that the lack of consistency with the schedule if effecting course enrollment in the Social Sciences. If for example, a student takes a 9:30 MW class, this means they would not be able to take a MWF @ 11am. As a result, in some courses, such as DEP and POS, enrollment numbers fluctuate. In addition, faculty noted that this will prevent some students from taking MWF courses all together.
* Professor Page also noted this is not only about ensuring classes enroll, but given the recent emphasis on retention this could also impact retention numbers in the MWF courses. MWF classes, now, typically are the last to fill after TR and MW courses offerings reach capacity.
* Dean Alford indicated his willingness to listen to faculty suggestions about courses offerings when developing the schedule.

The Meeting adjourned at 2:15pm