Department of Social Sciences  
Minutes  
September 11, 2015

Attendance: Brian Page, Terri Housley, Sabine Maetzke, Sheila Seelau, Eric Seelau, Harold Van Boven, Philip Wiseley, Matthew Vivyan, Bruno Baltodano, Jacquelyn Davis, Thomas Donaldson, Dawn Kulpanowski, Michael Demoran, Susan Hibbard, Jeff Stewart.

Excused: Leslie Bartley.

1. ARC

* Susan Hibbard visited the department to discuss the new Academic Research Council. Recently established this year ARC is designed to provide up to 5,000 for research to faculty. She review the process for applications and encouraged faculty to utilize this resource.
* Susan noted that she is available to review proposals and to discuss the process in more detail.
* Questions about the IEB review board were proposed. She discussed the new review board. It was noted that Dawn Kulpanowski will serve on this board.
* The department thanked Ms. Hibbard for her presentation.

1. Department of Research, Technology, and Effectiveness

* Dr. Jeff Stewart visited the department to reach out to faculty and provide an overview of the role his office played on campus.
* Dr. Stewart reviewed the many different responsibilities of his office that included overseeing program standards for accreditation, reporting on student outcomes and success, overseeing sponsored programs and research (including the new ARC that Ms. Hibbard reviewed), and overseeing technology on campus.
* Dr. Stewart then encouraged the faculty to ask questions in order to provide him with ways to better serve the campus.
* Many of the faculty had questions about computers in the offices and in the classrooms. Dr. Stewart had noted the review process currently in place to oversee updates of technology in the offices and in the classrooms. He encouraged the faculty to let him know of any problems. The faculty reminded others when there is a problem to submit a ticket to insure the proper office is notified.
* Dr. Stewart thanked the department for allowing him the opportunity to stop by today’s meeting.

1. General Education Revisions

* The department was reminded of the proposed General Education revisions.
* It was suggested the upcoming Community of Practice be used to consider general education outcomes for courses.

1. Committee Updates

* No committee updates

1. FCH Updates

* Professor Donaldson provided an update on the Florida Conference for Historians. The Provost approved the Department hosting an upcoming conference. Professor Donaldson noted he is currently in discussion to host the 2017 conference.

1. Scheduling

* Professor Page noted the current schedule for spring and reminded faculty to submit their request for classes using the new online form.
* Professor Page indicated that the Dean is still open to suggestions if changes need to be made on the schedule.

1. Syllabi Collection

* Professor Page noted currently he receives and reviews everyone’s syllabi via email. He proposed the submission and collection of syllabi on canvas. This would make the collection of syllabi much easier in the future. He was asking for full-time to consider this process for the Spring semester with the idea of expanding it to all adjuncts in the future.
* The department agreed to try out this process for the Spring.

1. New Business

* No new business

The Meeting Adjourned