

CJ/PAD meeting minutes for Oct 9, 2020

In attendance: Richard Worch, Jennifer Baker, Bill Shuluk, Krissy Cabral, Lincoln Barton, Mike Nisson, Diana Cintron, Barbara Peat

Bill Shuluk introduced the Library liaison program-he is assigned to SOBT develop working relationship between library, faculty and students

Bill can assist students with research, point them in the right direction as to databases to search through

Library staff can assist faculty with Open Resources for teaching

Lib guides –attach to canvas module-student stuck on identifying good resources can use Lib guide to point them in right direction

Course development-curriculum review-part of it is a library resources review to ensure the library has the resources to support the course

Search committee-have picks you would like to see move forward in to Dr. Worch by Monday

Agenda:

Clarification-adjunct portfolio due this year, Antonini, Doyle, Barton require a mentor for portfolio

Anybody up for review, including full-time, require a mentor

Mentor needed for those 3 adjuncts

What it means to be a mentor-person that you will observe in the classroom, conversation about what you observed, fill out form, submit to TLC.

To be a mentor, have to go through mentor training and chairs are not advised to be mentor but can be if necessary. Adjuncts can mentor other adjuncts

Courses for Learning Assessment Committee(LAC)-every year certain courses are reviewed for Gen Eds for compliance to assess how students are meeting up with the Gen Ed requirements This year requirement is Communicate and the 3 courses that are to be reviewed are: CCJ1020, PAD3874, PAD4949.

Assignment within those courses that measure criteria in rubric for the Gen Ed requirement for Communicate.

SOBT also has to review Gen Ed Evaluate and those courses are: DSC3034, PAD3711, CJE1640, CJE2643, CJE2677 and DSC2242. Krissy take a look at the 3 CJE courses with her adjuncts to be sure there is an assignment that measures Evaluate.

Update on search committee: meeting on regular basis, upcoming meeting to narrow down the applicant pool.

Spring schedule-it's out although many may have not seen it yet. Dr. Worch has to check if Dr. Psihontas has signed off. Once it has been, Dr. Worch will get it out to adjuncts

Rubrics attached to classes

If you have decided if a student gets between a 90 and 100, they get a 5. The 1-5 at bottom of rubric does not go back to students, that info is for IR office for assessment.

Certificates: chairs meeting Jennifer Baker directed Dr. Worch to state website for new Certificates that are available. Homeland Security Specialist and Criminal Justice Technology Specialist. Homeland is only 15 hours and we have courses that meet the framework and verifying what courses we can offer in program and push through to get it as part of Rapid Grant. Trying for 21/22 catalog but it may need to be 22/23 catalog and if it is, we want to look at both certificates.

Needs to have faculty buy-in to put forward to curriculum committee. Want to revisit at Nov meeting to discuss further.