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| --- | --- | --- | --- | --- |
| **Economics** | **History** | **Psychology** | **Political Science** | **Sociology** |
| Juan Carlos Ginarte | Tom Donaldson | Leslie Bartley | Bruno Baltodano | Phil Wiseley |
| Randy Moffett | Mark Herman | Camille Drake-Brassfield | Joel Reinking |  |
| Alexandra Nikishin | Brandon Jett | Jackie Davis |  |  |
|  | Lauren Madak | Terri Housley |  |  |
|  | Kaitlyn Muchnok | Sabine Maetzke |  |  |
|  | Matt Vivyan | Sheila Seelau |  |  |
|  |  | Eric Seelau |  |  |
|  |  | Terri Taggart |  |  |

**Agenda**

* Terri Taggart has volunteered to take minutes-thank you!
* The Minutes from the previous meeting were approved.
* Continuing department meetings via ZOOM is preferred by general consensus.
* Harold Van Boven passed away. Memorial ideas were shared.

1. A gathering on campus to celebrate his work and his life.
2. Retire his “employee number” which is unique to him.
3. A scholarship of $ 50,000.
4. Name a classroom after him.
5. A plaque.
6. On an annual basis, giving away a fake million-dollar bill to a student.
7. Name a teaching award after him.
8. Write a dedication in Illuminations.

* Special thanks to the Economics Faculty for stepping up!
* Guest: Dr. William Kelvin – Effectiveness Coordinator

1. Goal is 70% of students receiving a score of 70% on the assessments. Mark the goal as Met or Unmet. Improving the outcome over time. Using the assessment to measure unit’s performance.
2. The Goal of the Effectiveness Coordinators is a coordinated, collective vision.

* FERPA (attachment provided at meeting)
* Workforce (attachment provided at meeting)
* Leadership Academy (attachment provided at meeting). Applications are due September 15, 2023. Regular Full-time staff can apply.
* Shared Governance (attachment provided at meeting)
* Spring Schedule due!
* Continuing contract committees organized: Shawn Moore is coordinating Continuing Contract. Initial granting subcommittees were discussed.
* Hiring committee for Psychology and Economics Faculty. Juan Carlos Ginarte is on the committee for Economics. Terri Housley, Camille Drake-Brassfield, Kaitlyn Muchnok, and Brandon Jett volunteered for Psychology. There are several openings: English (2), Psychology (1), Economics (1) and Digital Arts (1).
* Eleven more Adjunct Mentors are needed; now at 24 mentees.

1. Matt Vivyen said that mentoring is a shared responsibility with the Department.
2. Faculty mentoring training is required. Once completed it does not need to be repeated.
3. Everyone should mentor one person. The responsibilities include: visiting the adjunct, filling out the form and the checklist. Staff were cautioned to “allow enough lead time to give the adjunct time to fill out their portion of the form, for you to observe, and then for you to fill out the form”.
4. The stipend for mentoring an adjunct is $100-150.
5. DE adjuncts are evaluated every year. 5 dual-enrollment sections (3) history, (2) political science
6. Let Chair know if you can volunteer by next week. Spread the Love.

**Committee Updates**

* **Academic Standards – Camille Drakes-Brassfield**

FLOW Chart through faculty senate

A1 detector

* **Academic Technology – Leslie Bartley**

new version of text survey: working/not working

RSI quantified, Regular, Substantive, Integration

How often, type of quality in “asynchronous” online courses

Can customize My Portal --November.

* **ARC – Randy Moffett – no update.**
* **Creative Capstone- Matt Vivyan**

Capstone Training Spring or Fall, certified to be ready to go.

Complete application.

Be Creative PD series begins 9/22.

Matt encouraged staff to participate in trainings and teaching Capstone.

* **Curriculum Committee – Randy Moffett**

CEUs (MH) Clinical MH Counseling Coordinator “Crisis Intervention Theory” Interns coordinating a peer support group on loss/death/bereavement.

* **E-Learning- Leslie Bartley (Microsoft teams)**

Teams is easier to use and more organized. Department Chair Davis requested teams be utilized for SS Department communications. Only Full-time staff will access teams. Information will be sent to Adjuncts separately.

* **Faculty Senate – Brandon Jett – no update**
* **General Ed Review (DOE) – Phillip Wisely – no update**
* **General Education Advisory Council Committee – Randy Moffett, Joel Reinking**

SB255 Senate Bill Core Education Professional Competency

World History needs to be updated in the next year. It is no longer a simple update.

To change a book, use a specific “Textbook Change Form” and update the file.

* **Honors Advisory Council – Terri Housley, Phil Wisely, Bruno Baltodano, Jacquelyn Davis, Mark Herman- no update**
* **Holocaust Committee- Mark Herman- no update**
* **Learning Assessment - Eric Seelau & Tom Donaldson**

Compliance assistance data for success rates.

AMH course level assessment.

Properly randomize the answer.

Don’t shuffle or invalid due to ASPIRE.

Improving it over time. Factor analysis. We can change our goals.

Eric Seelau will guide as “compliance assist”.

* **OTOC – Brandon Jett.**

1. On Thursday, September 22, 2023 at 2 pm. on Lee Campus, in J-103, Kathy Sanderson will speak on “Happiness”.
2. On Friday, September 29, 2023 there is an ART Grant presentation on “The Pursuit of Happiness”.

* **Professional Development – Sabine Maetzke no update.**
* **Simple Syllabus – Sheila Seelau & Camille Drake-Brassfield (see attachments)**

Issues: Adjuncts were asking Which Textbook are we using? Terri Housley has a list of textbooks for all SS courses.

**New business:**

* **COP – Dean Dr. Deborah Teed, PhD.**

1. The School of Arts, History and Social Science includes disciplines that discuss a broad curriculum of subjects which may involve readings, discussions, or assignments involving issues of Diversity, Equity and Inclusion. Dean Teed encouraged faculty to teach the curriculum of each discipline by encouraging inclusive discussions about diverse perspectives to promote equity without promoting one perspective exclusively. It was noted that recent legislative changes in curriculum standards may be difficult or impractical to implement in a college setting.
2. Terri Housley asked Dr. Teed if Safe Zone gatherings will still occur, and if the FSW logo can still be utilized on materials(stickers) that promote the Safe Zone. Safe Zone did not run last spring. This appears to be affirmative pending Student Affairs input. The policy concerning use of the FSW logo was shared with the group for consideration.