

## Humanities and Social Sciences Division

### MEETING MINUTES

Friday, December 1, 2017

12:00 to 2:00 3-142

**ATTENDEES:** James Carranza, Joan Murphy, Bill Morales, Susan Gangel, Salumeh Eslamieh, Lisa Palmer, Monica Malamud, Doniella Maher, Ami Smith, Maureen Wiley, Yolanda Valenzuela, Julie Carey, Jenny Castello, Alicia Aguirre, John Kenny, Rebekah Taveau, Mike Stanford, Bob Lee, David Eck, David Meckler, Jessica Marshall

**ABSENT:** Anna Budd, David Clay, Denise Erickson (teaching class), Kristen Parks, Katie Schertle, Lezlee Ware

**GUESTS:** Susan Mahoney, David Johnson, Phillip King

#### 12:15 Call to Order

##### Farewell Jenny Castello

##### Participatory Governance Committees

1. Academic Senate, Monica Malamud- Concerns from faculty about curriculum conflicts and facility conflicts the CCCE or SMCCCD Community, Continuing & Corporate Education classes. Monica Malamud attended the board meeting where the CCCE courses are proposed. Concerned about the conflict with credit bearing courses.  
Cañada's policy on plagiarism is in contradiction with State regulations. Students that plagiarize cannot be given an F. Faculty discussion about what is allowable. Monica will send out the California Ed. Code that applies.  
Diana Tedone gave presentation at the Academic Senate Meeting about Copyright Law and Guidelines.  
Lisa Palmer AS Secretary is on leave for the Spring 2018 semester. Monica (the current Humanities & Social Sciences Division Rep.) will be taking over as Secretary for spring, which opens up a Humanities and Social Sciences representative. Any volunteers? Doniella Maher volunteered to be the Division representative.
  - a. Identify a substitute division representative
2. Curriculum Committee, Kristen Parks is not at this meeting today. A Curriculum representative is needed. Maureen Wiley volunteered to be on Curriculum Committee. Regarding updating course outlines: All History, Music and Spanish classes.
3. Instructional Planning Committee-No Report
4. Academic Committee for Equity and Success, Rebecca Taveau-Equity Theme. If you have any ideas for bringing speakers on campus. They will be working on by-laws for ACES. The Equity Director position was going to go to Board but ACES would like to be involved in decision so President Jamillah Moore agreed to slow down this process. Last meeting of the ACES committee is on Tuesday, December 5<sup>th</sup> from 2:30-4:30 in CIETL. Rebekah is looking for 3-5 Professors from different disciplines that are doing the Cultural Responsive Teaching and Learning who are willing to

- volunteer to share on Flex Day (10-15 minutes).
5. Workload Equity Committee have met for the second time and are putting together a survey to be administered at the beginning of the spring semester.

### **Division Updates**

1. AFT, Monica Malamud- Leigh Ann Shaw will be sending out an email that will clarify the new full time faculty mandatory Flex Day obligation starting in the spring '18 semester on January 12<sup>th</sup>. The mandatory attendance flex day for the fall is August 14<sup>th</sup> and in Spring 2019 it's January 11<sup>th</sup>. If a faculty member needs an exception for attending these flex days, they will need to obtain the required approval from the Vice President of Instruction.

The Board of Trustees has approved the 2018-2019 Academic Calendar. The new calendar unfortunately has split the finals week for the fall 2018 semester. It was brought up that in the future it would be good to consider having no classes on that Wednesday before Thanksgiving.

Benefits Committee-Monica is appointed at the rep. for that committee. Let her know if there is something you want to see re: medical benefits. District is looking for cheaper ways to cover faculty medical benefits.

The AFT will be conducting an audit of AFT membership. You may be contacted to complete new forms, as they may not have one for you. They will contact AFT members and "service-fee" faculty too.

### **Information**

1. Presentation: Honors Transfer Program, Susan Mahoney presented a PowerPoint on the Honors Program. (will be uploaded & available to view on the Humanities & SS Division Meeting Website). Contact Susan if you have any questions about the Honors Program.
2. Guided Pathways-Phillip King-There is a 5-year work plan. The Board is asking to see the 1<sup>st</sup> year. There will be an inquiry group and Phillip suggested how important it is to have the Humanities & SS faculty input. There will be conversations not only about access but also about wrap around support for students. There is \$150M on the table so the State is making a large and long-term investment. Next work group meeting is next Wednesday, December 6<sup>th</sup> from 12-2. Career Ladders will be back in January at the two Flex Days.

**Spring 2018 Full Time Tenured Faculty Evaluations**-James Carranza-There are nine full-time faculty that will need to be evaluated. Four comprehensive and five standard evaluations. Need a committee (3-5) to volunteer to be the committee for spring. Ami Smith, Susan Gangel and Yolanda Valenzuela volunteered.

### **REMINDER: Spring 2018 Division Meetings, 3-142:**

*Division meetings are regularly scheduled for the first Friday of the month.*

1. Flex Day Schedule
2. Friday, February 2, 12:00 to 2:00
3. Friday, March 2, 12:00 to 2:00
4. Friday, April 6, 12:00 to 2:00
5. Friday, May 4, 12:00 to 2:00