

Humanities and Social Sciences Division Meeting Minutes
Friday, January 13, 2017 12:00-2:00 (Room 3-142)

ATTENDEES: David Johnson, Lisa Palmer, Lezlee Ware, Jessica Kaven, Jeanne Gross, Sarah Harmon, Ami Smith, Christina Shih, Denise Erickson, Mike Stanford, David Eck, Mike Walsh, Anna Budd, Gloria Pena, Mike Nagler, David Meckler, Susan Gangel, Katie Schertle, Julie Carey, Rebekah Taveau, Gerardo Pacheco, Jenny Castello

ABSENT: Alicia Aguirre, David Clay, Salumeh Eslamieh, Alison Field, Bob Lee, Doniella Maher, Monica Malamud, Jessica Marshall (teach abroad), Bill Morales, Kristen Parks, Sondra Saterfield, Elizabeth Terzakis, Yolanda Valenzuela

GUESTS: Gregory Anderson, Jamillah Moore, Allison Hughes, Nenaji Jackson

- I. Call to Order- Dean David 12:25 pm
Introductions of new faculty
- II. Committee Reports

Academic Senate- Sarah Harmon-Had “Strong Workforce” presentation. Plan will be presented at PBC on 1/26 so not much time for discussion. Goal is to have workforce/CTE have crossover programs to include student services, College for Working Adults etc. Elections are coming up, announcement coming out shortly for nominations. The President and Vice President positions are open after the spring '17 semester.

ACES-Rebekah Taveau. Had first ACES meeting. Encouraging new members for inquiry to serve unrepresented students. Next meeting is Feb. 3. Will be investigating issues for students across disciplines with this group that is composed of faculty, staff and administrators.

Other- Lisa Palmer- There is interest in interdisciplinary collaboration. Anna Budd suggested instead of using the Division meetings to go over committee reports, email that information and use Division meetings for more collaboration about teaching and use that time to interact with each other. David Meckler would like to share lesson formats and have a “teach off”. Denise Erickson mentioned at the “Pathways” and ACES meetings there are great conversations about these topics. The Social Sciences “Topics of Interest” is another opportunity to collaborate. There are existing opportunities on campus, one of the issues seems to be faculty attendance at these meetings/workshops/events. Jenny Castello shared that there is an excellent research team available to obtain data and there is faculty compensation for being a part of ACES.

Gregory Anderson welcomed all faculty to the spring '17 semester and asked if there are any questions. There were no questions. He shared that he will continue to visit classes as his schedule permits.

Introduced Nenaji Jackson who is the Interim Director of Post- Secondary Success and Completion. She is located in Bldg. 13, Room 207.

AFT- No Report

Curriculum-Katie Schertle- Jan. 27th first meeting of the semester. Taking applications for a new curriculum chair. Katie mentioned that Candice Nance and she are interested in possibly being co-chairs. There is another candidate. This would be for fall '17.

IPC- Jessica Kaven-Reminder: All reassigned time proposals for new positions and renewal applications for existing positions are due by January 26th to Dean David. More information on reassigned time can be found at: <http://www.canadacollege.edu/ipc/reassignment.php>
Program Review-Although our division is not up for program review, you can still submit resource requests. All resource requests (and program reviews) are due by the end of February and must be submitted online via SPOL.

Denise Erickson brought up that she has repeatedly request a door stop for 3-148 to no avail. Also 3-142 needs one. Joan mentioned that this is a facility request but not sure if we can do it since it's been mandated that classrooms should be locked and not propped open once class starts for safety reasons (active shooter). Dean David will bring it up at a cabinet meeting.

PBC- David Meckler –Work is being done to consolidate all the different plans across the campus and will be approved by the Planning & Budget committee.

III. Division Announcements-

Mike Stanford read a statement about his request/petition to get a designated server for the college for streaming movies & media. His statement: “As you know, today’s students prefer to stream content from various locations and with different devices. To that end the library offers “Films on Demand” which works really well with the content that they offer. Other content can sometimes be found on other sites. Clearly “accessibility” is one key to student success. Unfortunately, no subscription site will contain all of the content faculty may find crucial to their curriculum, nor will they provide the functionality of a designated server. After the UCLA State Superior Court case ruled it legal for educational institutions to stream content as long as it was for educational purposes and on a locked-down site numerous colleges opted to create servers that enable faculty to upload documentaries, films, music, presentations, self-made film clips, etc. The possibilities are literally endless and include faculty learning how to snag footage to use for specific assignments both inside and outside of class, and allowing distance-ed professors to assign documentaries and films by simply adding links to the server. The social scientists have been discussing this for some time now and Dean Rana has suggested that we seek broad-based support if the college would like to pitch this project to District IT administrators. If you are in favor of stepping into the 21st century by empowering faculty with this tool while simultaneously increasing student accessibility, please add your name to the following list.” Mike Stanford asked all to please sign your name to the list that is being passed around if interested in supporting this effort and will use this resource. It was mentioned that this would need to be included as a program review request for anyone that is interested in obtaining this server.

Jenny Castello spoke about “Redwood City Together” a national organization to foster diversity, inclusiveness and to make sure all feel welcome in our community. There are welcoming committees and upcoming events. There will be an official proclamation made at the February 13th City Council meeting. Redwood City is celebrating their 150th year anniversary. There will be a big event, an anniversary festival in May. More events like the “World Café” and more will be upcoming. Also, they will be doing a “Faces 2.0” showcasing individual photos of 150 people in the community that demonstrate diversity or have made a commitment to the community.

IV. **New Business-**

Canvas/TracDat Update- Allison Hughes- Allison is the Instructional Technologist the technology support person for Canvas, Tracdat. She will work with Jessica Kaven regarding the assessment piece. Also will work with Lezlee Ware who is the Online Coordinator. Spring 2017 is the last semester that WebAccess will be used. After that WebAccess is gone and everyone will be using Canvas. Make sure you back up all your materials that you currently have on WebAccess. There are instructions on canadacollege.edu/canvas. If you want to use Canvas, make sure those CRN's are emailed to Allison. Lezlee Ware also mentioned that Allison is knowledgeable about online pedagogy and her undergrad degree is in English Literature.

Allison also creates specific videos for training, she creates them, they are not "stock" clips. Dave Meckler mentioned she created a custom one for him that was very helpful. Please email Allison with any questions or if you need help with something. For all things Tracdat, go to canadacollege.edu/tracdat.

"Promise Program" Forum- David Johnson- On Wednesday, January 11th Skyline College hosted a forum to showcase their "Promise Program" which is an initiative to increase access, success and completion by providing intentional and targeted resources and support to recent high school graduates and those who have earned or are working toward a GED through the adult schools. The District has encouraged each college to consider starting a "Promise Program" and this forum was a step in that direction for Cañada. Some of the things they do include: summer bridge program (COLTS Academy & Jams), scholarships, TLC lending library (stands for textbooks, laptop, calculators). Also, student support services such as assigned counselors. We are at the exploratory phase at Cañada and our President is fully committed to engaging everyone as we consider next steps.

President Jamillah Moore- Agreed with Dean David that we are in the exploratory phase at Cañada. The Board of Trustees are looking for ways to provide grants or waivers District wide. What is the gap that is not filled with money that is not provided by financial aide of BOG waivers that is consistent across all three campus's. Perhaps help with housing and transportation stipends. Take existing programs, Jams, COLTs, PEP and see what is needed in addition.

Jenny Castello hopes Sequoia Adult students will be included even though they have no GED. She hopes there is a way to include these students in the "Promise Program".

Denise Erickson who attended the "Promise Program" forum at Skyline heard about some remarkable things that were being done across the State. It was interesting to hear what Skyline is already doing and that it was great that this is being approached as a District and inter-collegiate initiative.

Enrollment Review and Discussion –Dean David shared that the cancellation of classes was not that bad this semester due to better scheduling on the front end. As a District the Chancellor is meeting with all the Presidents about faculty load. The goal is to be at 525 and Cañada is at 390. Unemployment is so low and is effecting our enrollment. Bottom line is we didn't cancel as many classes this semester.

Anna Budd asked if we are responding aggressively enough with our marketing efforts. Bus ads and outreach? There are many adults who would come for enrichment classes.

Jenny Castello added that the state does not want to pay for enrichment programs. Dean David shared that he and Anna are going down to North Hollywood on Jan. 21st to a CBS Diversity Comedy Showcase. Rick Nagera is the producer and has produced “Latino Thought Makers” and would like to bring that program to Cañada, so that will be explored. It would be a way to do outreach to the community and get them on campus.

Nenaji Jackson’s is working under the ESO Adelante grant is a 4M grant that is transfer driven. Work on recruiting high school students and once they are at Cañada enhance their experience through support. Once they transfer to a 4-year institution keep supporting them.

Dean David asked everyone to join him in congratulating Ami Smith receiving her tenure. Dean David asked all full time faculty to stay after to discuss both adjunct and peer evaluations for the spring 2017 semester.

V. Adjourn: 1:55pm