



## Behavioral & Social Sciences Department

**BSS Department Meeting**  
**Tuesday, April 21, 2020**  
**1:00 – 2:00 p.m., Via Zoom**

### Minutes

<input checked="" type="checkbox"/> Barcroft, Shawn	<input checked="" type="checkbox"/> Gretz, Suzanne (Dept. Chair)	<input type="checkbox"/> Staton, Robin
<input checked="" type="checkbox"/> Camillo, Elvia (Recorder)	<input checked="" type="checkbox"/> Knaak, Manfred	<input checked="" type="checkbox"/> Thelen, Austen
<input checked="" type="checkbox"/> Cauchon, Steven	<input checked="" type="checkbox"/> Reyes, Barbara	<input checked="" type="checkbox"/> Wainwright, Mary-Jo
<input type="checkbox"/> Drury, Dave (Dean)	<input checked="" type="checkbox"/> Rodiles, Nicole	<input checked="" type="checkbox"/> Wright, Bradford
<input checked="" type="checkbox"/> Duva, Mark	<input checked="" type="checkbox"/> Solomon, Lisa	
<input checked="" type="checkbox"/> Epps, Ric	<input type="checkbox"/> Soto, Veronica (Liaison)	

#### Call to Order (Chair Gretz)

The meeting was called to order at 1:06 p.m.

#### 1. Approval of Minutes (Chair Gretz)

The minutes of October 28, 2019 were approved (M/S/C – R. Epps/A. Patel).

#### 2. COVID-19 Updates (Chair Gretz)

Chair Gretz announced that the Chancellor's office has issued guidelines and much of this is posted on the IVC website. These resources are updated regularly.

Regarding grades, a special withdrawal process, Early Withdrawal (EW), has been created to accommodate students who may be limited to resources due to this crisis. An EW, will not count against the student, as a regular withdrawal, and may be extended through fall, pending the State's orders. Students and Faculty can assign the EW up to the last day of classes on June 12.

The recommendation is to refrain from giving students a grade of D or F, instead, issue the EW, as the student may petition a negative grade up to 2 years after, due to this crisis. The Practicum course will complete the classwork and students will be issued an incomplete, giving them until December 2020 to complete the 100 fieldwork hours required for the course.

### **3. Update on Fall 2020 (Chair Gretz)**

R. Epps shared information from the ACCJC meeting, stating that the policies will be determined by the colleges for the fall semester, and will be on a case-by-case basis. He stated that he would send out the 3 primary approaches discussed at the ACCJC meeting for the next Department meeting.

Chair Gretz stated that Dr. Tafoya instructed them to schedule as though the college would be open in the fall, with the understanding that the situation could change.

N. Rodiles asked about the Distant Education process, should the college be required to offer online courses due to the crisis. A. Thelen stated that the DE committee discussed having an in-house process of converting the course, as early this summer. Discussion ensued regarding online accessibility to all student, to include those with disabilities, poor internet connectivity, access to classwork due to time constraints, etc.

Discussion regarding budget projections and student enrollment projections. Only three temp. faculty hires have been approved, from the nine faculty that were on the list to be hired. Chair Gretz stated that she has stressed, to the Dean, how urgent the PSY faculty hire is for our Department.

### **4. Summer 2020 – (Chair Gretz)**

Chair Gretz stated that she has contact everyone and will send the final summer 2020 schedule to all after the meeting.

### **5. Other – (Chair Gretz)**

B. Reyes was congratulated on her getting tenured.

E. Camillo reminded everyone of summer book order submittal, as well as, the deadline to purchase supplies and materials.

R. Epps suggested looking into streaming video to get out of the DVD and VHS video that are now becoming obsolete. Chair Gretz mentioned that this may be a campus wide issue, and bringing it to the attention of the TLC program may be a good idea. S. Cauchon referred those interested in implementing OER to their classes to Cynthia Spence.

### **Adjournment**

The meeting adjourned at 2:00 p.m.