



Behavioral & Social Sciences Department

**BSS Department Meeting
Monday, November 16, 2020
2:40 – 3:40 p.m., Via Zoom**

Minutes

<input checked="" type="checkbox"/> Aguilera, Christina	<input checked="" type="checkbox"/> Figueroa, Veronica (Liaison)	<input checked="" type="checkbox"/> Solomon, Lisa
<input type="checkbox"/> Barcroft, Shawn	<input type="checkbox"/> Gretz, Suzanne	<input checked="" type="checkbox"/> Thelen, Austen (Dept. Chair)
<input checked="" type="checkbox"/> Camillo, Elvia (Recorder)	<input checked="" type="checkbox"/> Knaak, Manfred	<input checked="" type="checkbox"/> Villicana, Norma
<input checked="" type="checkbox"/> Cauchon, Steven	<input checked="" type="checkbox"/> Jones, Thomas	<input checked="" type="checkbox"/> Williams, Tina
<input checked="" type="checkbox"/> Cortez, Samuel	<input checked="" type="checkbox"/> Minor, Monica	<input checked="" type="checkbox"/> Wright, Bradford
<input checked="" type="checkbox"/> Drury, Dave (Dean)	<input checked="" type="checkbox"/> Patel Aruna (ADS Coord.)	
<input checked="" type="checkbox"/> Duva, Mark	<input checked="" type="checkbox"/> Reyes, Barbara	
<input checked="" type="checkbox"/> Epps, Ric	<input type="checkbox"/> Rodiles, Nicole	

Call to Order (Chair Thelen)

The meeting was called to order at 2:45 p.m.

1. Approval of Minutes (Chair Thelen)

The minutes of October 19, 2020 were approved (M/S/C – A. Patel/R. Epps).

2. General Updates (Chair Thelen)

- Program Review – Completed and in the books.
- Justification for Hire (2 PSY Full-Time Faculty Positions) – Meeting for prioritization of new hires will take place tomorrow. Chair Thelen will advocate for these needed positions.
- DE Addenda added to CORs – Chair Thelen has inputted all DE addendums for BSS classes.
- Visits to Campus During COVID Closure – Visits to campus continue to require an appointment by contacting Dean Drury.

3. Syllabus Update - (Chair Thelen)

- SLOs from COR need to be included on course syllabi – Elvia did a cross-check and some still need revisions or are missing. Chair Thelen sent an email to those whose syllabi need revision.

- Syllabi need to be posted on Syllabi Site for Each Course - Please make certain each class syllabus is posted onto site.

4. PPIS Requests Due December 03 – (Chair Thelen)

Categories for requests are:

- Hardware –
- Software – R. Epps added that licensing for video content will need to be researched as a whole or individually. S. Cauchon suggested video editing content and the Swank Database from our own Spencer Library.
- Equipment – iPad minis, Microphones, Cameras, Green Screens, Acoustics (Base traps) were some ideas suggested from Chair Thelen.
- Please submit Requests to Austen/Elvia by December 01 – Included should be price of item(s), along with additional costs (shipping and handling, etc.).

Chair Thelen conducted a poll of those expressing interest in receiving an iPad mini or any equipment suggested for their classes: 8 of 12 Full-time expressed interest. Chair Thelen will meet with Trudi for recommendations.

5. Student Evaluations – (Chair Thelen)

- If an instructor is being evaluated this semester, please make sure to have students fill out the online student evaluation form. (See video tutorial for how to add this survey to your Canvas course shell.) Tutorial video played for instructors.

6. Academic Senate News/Updates – (R. Epps)

- The Fall Plenary was three days. There was more participation this year due to COVID, and the meetings being more accessible online. Ethnic studies was a big topic. B. Reyes was an attendee and shared that she found it interesting to see the service which is provided at the state level. She attended the CHIC/Ethnic studies session, and found it informative and interesting. S. Cauchon stated that he learned a lot and found it interesting also.

For the Good of the Order – (Chair Thelen)

Happy Holidays to everyone.

Adjournment

The meeting adjourned at 3:36 p.m.