SAP Department Meeting Minutes  
May 14, 2014

Attendance
Chairperson Gallarde, Philosophers Lane, Diem-Lane, McGruder, and Sociologist Hatch, and Minute-Taker Thomas

April minutes were approved.

Announcements
- June 11 department meeting will be at 10:15 am
- Sol Berger Talk on May 29
- Norm breaking experiments are an issue for IRB committee; faculty who plan to assign this need to complete an IRB proposal and give it to Rebecca; Marlene will share this info with the adjuncts at the adjunct
- David Lane and have 6 books that they have written that can be downloaded for free neuralsurfer.com
- Charles Carl Benjamin's mosaics will be on display 5/14 on
- Rebecca is going to the honor's celebration on Thursday May 22
- Minute-taker Thomas shared many of the activities she has been involved in on and off campus

Department Chair Elections
Chairperson Gallarde was re-elected by a landslide

Adjunct Advisor
- Minute-taker Thomas brought up the idea of serving as an “Adjunct Advisor” to serve as a sort of “sounding board” for adjuncts and to give them assistance in dealing with inter-personal conflict or other issues
- The idea was discussed and received well by faculty present

Scheduling the Fall
1. Scheduling for Fall is final
   a. Check portal frequently: Faculty Tab > Print Roster >
   b. Two phil classes have had to be moved to 3 pm
2. Scheduling for Spring
   a. If you schedule a 3-hr class on T/R try to have a matching class
   b. Give Marlene our Spring schedule before we leave for summer

Curriculum
- Soc and Phil classes are being approved for CID and we expect them to be approved for ADT in the near future
• Philosopher Lane will make some posters to advertise the ADT for both Philosophy and Sociology
• Chairperson Gallarde will make a handout about the course offerings

Recruitment
• The Faculty Mentor-Internship Program is going well
• Brian Romero and Andrew Scott are being interviewed on May 22

Mock Interviews / Teaching Demo Opportunity
Graduate sociology students from Cal State Fullerton participated; our adjuncts participated in serving as panelists and giving feedback

Budget
Cola is pending

Faculty Association Rep Report
• Employees on 11-month pay schedules will move to a 12 month schedule
• Student evaluations are now due by week 12 rather than the end of the semester
• Evaluations are due every year for every prep for adjuncts
• For tenured faculty, the evaluation process is as follows:
  o Year 1: Student
  o Year 2: Peer and Self
  o Year 3: Administrator

Academic Senate Rep Report
Chairperson Gallarde will summarize and distribute to faculty

Adjunct Evaluation
Chairperson Gallarde expressed a desire to see the evaluation of adjuncts standardized. Minute-taker Thomas volunteered to take the lead on this.

SLO/GEO
Adjunct meeting will be May 30th and SLO/GEO

Minutes prepared by Michelle Stewart Thomas