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:
  - Year 1: Student
  - Year 2: Peer and Self
  - 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*