



## Consumer Sciences & Design Technologies Department

Disciplines: FASH, FCS, HRM, ID, NF

### Department Minutes

October 24, 2013

<b>Attendees:</b>					
X	Dr. Fawaz Al-Malood: HRM	X	Prof. Terri Faraone: FASH	X	Prof. Jean Metter: NF
X	Dr. Maria Davis: FASH	X	Prof. Carol Impara: NF	X	Prof. Niki Tran: ID
X	Prof. Elisabeth Eatman: ID		Prof. Lisa Ledebuer: FCS	X	Prof. Sandra Weatherilt: NF
Item	Discussion			Outcomes/Next Steps	
Minutes Approval	Approved as presented			September 2013 Minutes Approved	
Academic Senate Report	<ul style="list-style-type: none"> <li>Vote to change Younger Student Admission AP from grades 10-12 to K-12</li> <li>Equivalency committee meeting 10/28</li> <li>64 hiring requests received</li> <li>Open committees: Basic Skills, Facilities Adv., POD, Foundation director hiring</li> </ul>			<ul style="list-style-type: none"> <li>Not approved. CSDT prefers AP to remain for grades 10-12. Too much CSDT equipment is not sized for not-fully-grown people.</li> </ul>	
Faculty Association Report	<ul style="list-style-type: none"> <li>Dental insurance proposal: review and vote.</li> <li>FA is endorsing Marlen Garcia for Board of Trustees-new District 3 (Baldwin Park) region. District 4 (West Covina) is also electing a new BOT member. LA Democratic Central Committee endorsed Robert Hidalgo for that district.</li> <li>Professional Development wants to know if you are interested in attending benefits and retirement workshops.</li> <li>FA looking to form: Commencement Task Force; Communications Committee</li> <li>FA presents "Know Your Contract Dos and Don'ts" Nov. 12 @ 2</li> <li>Puttin' on the Hits tickets now on sale. Performances March 7-8</li> </ul>			<ul style="list-style-type: none"> <li>Current plan preferred</li> <li>There is interest in STRS (not PERS) workshops</li> </ul>	
Perkins/Statewide Advisory	Don't forget to spend your money! Julie Hasslock starts 10/28 (x 5407) – the new Ana Come trick or treat at the Perkins office on Halloween				
Committee Reports	Distance Learning: Mock review for DL				



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	courses offered this spring; flyer to follow	
Curriculum and Hiring Equivalencies	Must have advisory and department requisite review every 2 years.	<ul style="list-style-type: none"> <li>• Coordinators should set a schedule for annual Advisory Meetings to cover this requirement</li> </ul>
Program Analysis Worksheet	Due 10/31	
Results of Faculty Request Ranking	HRM was ranked 4 <sup>th</sup> , NF was ranked 9 <sup>th</sup> by the Business Division Requests go to Senate	
Requisition Process	See attached sheet	
IT Equipment Request Process for the Business Division	For office items; classroom items should go through department chair <a href="http://businesstech.mtsac.edu">http://businesstech.mtsac.edu</a>	<ul style="list-style-type: none"> <li>• Department noted that the help desk closes at 4:30 so late afternoon and evening requests have no coverage</li> </ul>
Adjunct Evaluations	Are we on track?	<ul style="list-style-type: none"> <li>• Yes</li> </ul>
SLOs	GEO SLO workshop last Friday & SLO rotation indicated need for discussion about SLOs. J. Chevalier told Carol there may be funds to give adjuncts attending SLO meetings a stipend.	<ul style="list-style-type: none"> <li>• Maria will clarify re: terms of discussion and funds for adjunct meetings</li> </ul>
Announcements	<ul style="list-style-type: none"> <li>• Fawaz is on a Certificate and Degree Prioritization Task Force</li> <li>• NF has launched the Nutrition and Foods Club and offered the first Nutrition Forum of the year</li> <li>• Jean is on statewide DIRG to determine AS-T for nutrition</li> </ul>	
<b>Future Meeting Dates -- Fall 2013 -- 3:00PM-4:30PM</b> November 14, December 12		