

## **Geography & Political Science Departmental Minutes 6-3-14**

In Attendance: Curtis, Dafna, Elizabeth, James, Maxine, and Tyler

- I. Approval of 5-6-14 departmental minutes.
- II. Curtis stated that there was nothing important to report from the Faculty Senate
- III. Tyler reported that there was nothing important to report from the Faculty Association
- IV. James was acknowledged by the department for winning the Faculty Senate Outstanding award
- V. Dafna mentioned Tom Edson's effort to address faculty concerns over changes to sabbatical requirements through the Faculty Association.
  - a. James Elaborated that Tom has been concerned that there has been a change both in the number of sabbatical leaves that are being granted and in the types of sabbaticals that are being approved. He explained that, according to Tom, there has been a shift recently to favoring sabbaticals that involve service to Mt. SAC or students over sabbaticals that have a more traditional academic focus such as research and writing.
- VI. Curtis announced that Elizabeth was unanimously elected as chair.
- VII. The department voted to approve the revisions to the POLI 5 Course Outline of Record.
- VIII. The department voted to increase the English requirement for POLI 1 to eligibility for English 1A.
  - a. Subsequently the department voted to revise all Political Science classes to include a hard prereq for eligibility for English 1A.
  - b. Elizabeth agreed to make the changes to the COR for those Political Science courses that do not currently include a prereq for eligibility for English 1A.
- IX. Tyler stated that the Supplemental Hours form has been changed to a Service to the College form
  - a. Curtis informed members of the department that all of the following count as supplemental hours: 1) time spent writing letters of recommendation, 2) time spent evaluating adjunct faculty, 3) departmental meetings, 4) any kind of committee work, 5) any curriculum work, 6) any research related to teaching involving reading books, periodicals, journals, or newspapers, 7) attending commencement, 8) emailing students, 9) doing SLOs and GEOs, 10) walking exams and forms to DSPS and back.
  - b. Departmental faculty observed that the paperwork required for end of year evaluations (Supplemental Hours evaluation and Flex Day certification) is onerous (because it involves considerable writing at the busiest time of the

semester), time consuming (because it requires considerable time to calculate supplemental hours and write fill out the Supplemental Hours and Flex Day forms) , disrespectful to faculty (because it assumes that faculty are not doing the job that they were hired to do), and pointless (because it doesn't, in fact, guarantee that faculty are doing what they certify that they are doing).

- X. Elizabeth requested that departmental faculty provide her with preferred schedules for the Winter and Spring 2015 semesters at their earliest convenience.