

Political Science & Geography Department Minutes 11-12-13

- I. October minutes approved
- II. Elizabeth announced that Dafna's proposal for study abroad was approved. She will be teaching abroad for the last 8 weeks of the Fall 2014 semester in Costa Rica.
- III. Senate Report
 - a. Curtis reported that there were 64 requests for faculty hires. The Senate voted to only hire replacement hires. The President's office decided to only hire for 9 positions, only 2 of them from Humanities and Social Sciences.
 - i. Elizabeth announced that the 2 departments in our Division that will get to make replacement hires are Communication and English
 - ii. Curtis called attention to the handout regarding the fact that the number of full time faculty has been reduced to correspond to the number of full time students.
 - b. Elizabeth distributed a handout listing rankings of departments in various categories
- IV. Faculty Association Report
 - a. Tyler reported that the new contract is now available from the Division office
- V. Division Report
 - a. Elizabeth explained that drop policy does not allow faculty to drop students for failing, although students can be dropped for nonattendance. The drop for nonattendance policy used to be 6 cumulative absences. Now it is up to the discretion of the instructor.
 - b. Elizabeth stated that there is new wording in the faculty contract saying that the burden is now on instructors to drop Distance Learning students who are not participating. The contract also requires more contact between faculty and DL students. The contract is also giving more scrutiny to materials used for instruction in DL courses. Elizabeth stated that under the new contract instructors cannot use a publisher's website for quizzes or exams because there is no way to verify that it is the student who is logging on to take the quiz or exam.
 - c. Elizabeth asked if anyone is assessing SLOs for courses this semester. James said he is. Curtis said he is also assessing his POLI I class.
 - d. Elizabeth said that the Division gave us 2 additional sections of POLI I for the Spring semester.
 - e. Elizabeth reported that the state is concerned that the way that adjuncts are hired lacks transparency.

- i. The Division is asking the department to develop a viable pool of adjuncts so that if the department needs a class covered the Division can call an adjunct to cover it.
 - f. Elizabeth reported that Mt. SAC was given a large grant to meet Title V goals.
 - i. She explained that the good news concerning the grant is that there will be more money for pairing of courses.
 - ii. She said that the funding can also provide for a supplemental instructor, which would be a trained position.
- VI. Elizabeth asked members of the department if there are any requests for instruction materials for their classes
 - a. Tyler requested maps for Room G210 and James requested maps for G421
- VII. Elizabeth thanked Maxine for her work on POLI 35 and Curtis for updating GEOs and SLOs for POLI 2
- VIII. Elizabeth announced that schedules for Summer and Fall 2014 are due by the beginning of December 2013