

Department of Geography & Political Science
Department Meeting Agenda
May 12, 2015

- I. Approval of Minutes from April 7, 2015
 - A. apparently, our minutes should indicate the following when submitted to Kim Garcia
 - 1. Date, Department name, Who is present
 - 2. Kim Garcia would prefer that these be in pdf form if possible
 - 3. As per the Brown Act these are documents that the public has the right to access. The Division (and College as a whole) will be publishing all minutes on the College website.
 - 4. Be mindful that the public will be able to access these minutes; they should be more than bullet points according to Jim and should have certain 'standing' agenda items, such as "Outcomes."
 - 5. Access to complete minutes (one for every month required) will be part of the ACCJC's assessment for accreditation of Mt SAC.
- II. Faculty Senate & Association Reports—Curtis Simon & Tyler Trull
- III. Adjunct Faculty Evaluations
 - A. Evaluations have been completed for our adjuncts. Thank you to everyone for helping with these. I will need the Classroom evaluation form (H.4.a) and any student evaluations soon so I can put together the annual summary form (H.8) by the end of the semester.
- IV. Course Reviews
 - A. Geog 30 & 30H as well as POLI 1 have been moved on to stage 5.
 - B. POLI 25 was submitted to correct the grammatical error in the course description, from Latino's to Latinos'
- V. Outcomes
 - A. The EDC has two openings for the Outcomes Committee; these should be full-time faculty members from HSS (enough adjuncts have already volunteered

and the committee has made it clear they want some one who is full-time).

- B. Outcomes are now being linked to Course Reviews. If a course reaches Stage 5, EDC will then look to see if outcomes have been assessed. If they haven't the course will be deactivated. So, when a course reaches Stage 5, that is a good time to begin assessments of outcomes again. So we may want to do this for POLI 1.

VI. Division Report

A. Construction Updates

- 1. The Parking Structure has had a restraining order placed against it; this lawsuit came from the neighborhood, not from the Walnut City Council. Apparently Mt SAC has cooperated with the city council, but this is a neighborhood group concerned that views will be blocked and that traffic and congestion will be intolerable.
- 2. J-M relayed that she expressed concerns about the long-term sustainability of such construction. Rather than continuing to build parking, how about encouraging students to take public transportation? As a result, there is a new program being developed by Foothill Transit that will make Mt SAC a major bus hub, with express buses to the El Monte station as well as Metrolink (maybe). They currently provide free bus passes to students.
- 3. The BCT—Business Computer Technology Center construction will begin in September. This will be built where the tennis courts are. There are plans for a brand new Sports Complex to include a new pool as well as new tennis courts. I expressed disgust that as our students are taught by a higher % of adjuncts because of unwillingness to hire full-time faculty, yet billions are being spent on a sports complex.

B. PIE

- 1. Wish lists—any equipment, furniture, new spaces, more faculty, any resources we need must be listed in PIE. Please consider this and let me know if you have anything you'd like to include.

2. I mentioned needing a better space for adjuncts, perhaps 1-2 more desktop computers and a secured space for our printer
3. Hal suggested padded benches for our hallway so that students waiting for professors have a place to sit. I suggest spike strips that are used to prevent pigeons from perching.

C. School Dude

1. Any warehouse or maintenance requests should be submitted through Schooldude.
2. Immediate issues can still be phoned in to x4850, or x4555 after hours, if it's an emergency.

D. More on Outcomes

1. There are now three types of outcomes: IEOs (Institutional Education Outcomes), PLOs (Program Level Outcomes) and, SLOs (Student Learning Outcomes). These three levels of outcomes will need to be connected—to demonstrate that one leads to another. We are having a Department Chair Retreat on May 29 to work on this, but I will need your help with this as well as I begin to implement it for our programs. It may require that we take a closer and more serious look at our course-level SLOs.

VII. Department Chair Nominations, Election must be completed by 5/29