

Full-time faculty in attendance: R. Chavez, K. Earhart, S. Esslinger, A. Frickert, C. Hernandez, H. Hoffman, B. Jones, A. Tellez. Part-time faculty in attendance: A. Haines, R. Hunt, C. Negrete

I. **Vote:** Minutes approved from last meeting, October 9, 2013

II. **Information/Announcement Items**

A. **Reports**

Senate: 1) College and Facilities has been reviewing plans for a large, new sports complex, located where the current stadium stands presently. The new complex will include a "modern" track, stadium, bleachers, athletic facilities, a parking garage, tennis courts, and (eventually) the relocation of a new gym and aquatics center. In order to construct this new complex the large hill that the west bleachers currently rest upon will be removed! Removal of this hill is scheduled to begin after the end of Spring term/Graduation. 2) Eric only expects seven new hires this year 3) Committees that need participants: Facilities and Faculty Professional Development 4) Legislation (AB 955) has passed, allowing a pilot study of a two-tier system where students can pay full cost for classes. The only college that is participating in this pilot is Long Beach CC. Full cost per unit is c170-180 dollars 5) SB 440 has passed and requires CCs to offer an AA-T in every current major where a TMC exists.

Faculty Association; 1) Proposed changes to the dental insurance plan did not pass. 2) Eric won the FA presidency. 3) The negotiations survey is due this upcoming Friday, November 15; full-time and part-time faculty are encouraged to submit the electronic form.

Division: 1) Regarding new hires: of the nine new hires, campus wide, two are in the Humanities and Social Sciences Division, one in English and one in Communication. 2) The department discussed the ranking process. While most believe it is imperative to make retirement/replacement hires a priority, we determined that more time is necessary to compose a departmental, and perhaps even a division wide, response that addresses the low number of new hires overall as well as the insufficient number of H&SS hires. 3) Hal reminded the department of the new absence policy. We are encouraged to remind students to check their campus email on a regular basis.

B. **Department Business**

1) The Division announced that the procedure for hiring adjuncts will be enforced from this time on. Administrative Procedure 7120 ("Hiring Academic Employees Selection Procedures") outlines a clear method for the department to use when hiring adjunct instructors: the department chair must notify the division if the department wants to hire adjuncts. Human Resources will then recruit candidates with local announcements and with sufficient time for applicants to respond. The Chair and/or one member will screen applicants and candidates will be selected for interviews. At least one faculty supervisor or department chair will interview qualified applicants. Based on interview results and after references are checked by the vice president, the committee will create a pool of available candidates. This list will then be sent to HR. The pool will be maintained and updated by the division, with proper notification to HR. The chair or committee will select from the pool and hire as needed, with hiring docs going to HR. 2) Mary Johnson and Meghan Chen visited the Division meeting on 11/7 and explained that MSAC is up for accreditation again in 2016. Our Distance Learning courses will be scrutinized more closely than ever before. In particular, state officers will be looking for evidence of "regular and effective contact" between students and DL instructors. Courses that do not show sufficient signs of "regular and effective contact" are not DL courses, but correspondence courses, and as such are not eligible for financial aid. Johnson and Chen suggested that we should hold Mock Accreditation Visits in March and April of 2014, prior to the actual accreditation visit in 2016.

DL instructors will volunteer to participate and have their classes assessed. The results will not be part of the faculty members' regular evaluation process. These are essentially inspections designed to find any problems before the state inspectors do.

C. SLOs/GEOs

1) The department discussed SLOs/GEOs. 2) We confirmed with division that our reports are current.

D. Additional Announcements

1) Bill will serve as our Spring 2014 FA representative 2) After completing her two year term in Spring 2014, Cristina will step down as our Senate representative

III. Action/Debate Items

A. Academic Senate

1) The only item needing Department feedback is related to the modification of language in AP 5011: Admission and Concurrent Enrollment of High School and Other Young Students." Please note the following: A. The School policy has been expanded to include K-12 (not only high school) B. A list of courses that WE deem inappropriate for minors will be compiled and approved by OUR Department. C. Enrollment of these students excludes Winter term. D. Students will not be able to enroll in pre-collegiate courses unless they have exhausted all opportunities to take such courses at their school. 2) The department expressed some reservations regarding parental interaction as well as adult subject matter in the classroom, with minor students. While we asked Cristina to take these concerns to the Senate we granted that she to vote according to her conscience.

B. Faculty Association: No action/debate items

C. Division Meeting

1) There are two FYE History 1 classes available for spring 2014. There will be two clusters of three classes each in the spring. A significant population in this spring classes will be students who were in FYE classes this fall. For those students who have succeed and will continue in the spring, most of them will have completed almost ¾ of their Gen Ed requirements including their English through 1C. Elizabeth has committed a GEOG 2 class for spring form 8-9:25 on TTh. We would like to get two HIST 1 classes sometime between 7:30am and 2pm. Allie volunteered to cluster her HIST 1 classes during spring 2014. 2) Departments need to note "Outcomes Dialogue" in the agenda and meeting minutes 3) Courses with arranged hours (AHIS 99, HIST 99) should follow the "Chancellor's Office Guidelines for Arranged (TBA) Hours"

D. Department

1) Conference and travel funding is no longer authorized by Professional Development; now all approvals come from President Scroggins. The Senate will propose a resolution that conference and travel funding be restored to Professional Development. 2) The department considered a response to the Mountaineer article (<http://mountiewire.com/bachelors-degrees-discussed-may-someday-be-option/>) which disparaged Art History, among other troubling comments. After some discussion, the department decided to issue a response at the start of spring semester. 3) Gina DePaola is in the early planning stages of putting together a Spanish speaking journalism local degree. With the department's permission, she would like to include History 40 (History of Mexican American). We are welcome to suggest any other relevant HAH courses that might be included in the degree. 4) The department holiday gathering will be held on December 7, 2013

Meeting concluded at 5:20
Minutes prepared by Kim Earhart