

## **Psychology Department Meeting Minutes**

April 9, 2015

Stacy Bacigalupi (Co-Chair), Michael Dowdle (Co-Chair), Gene Ano (Scribe), Charis Louie, Chara Powell, Ed Berbiar

Meeting Commenced: 3:00pm (Minutes from the previous meeting were approved).

### Year End Report:

- I. Stacy and Katie attended the Board of Trustees pre-dinner event representing the Dept. on March 31.
- II. Chara got appointed to the planning committee for the Parkinson's Foundation.
- III. Two of Charis's students presented at the HTCC Conference.

### Department Reports:

- I. Academic Senate: highlighted President's report; Chancellor's office has selected new software for online learning management; Dr. Manual Pastor selected as commencement speaker; Mission statement being revised; Many committee opportunities available. Puttin' On the Hits April 24-25; still POD money available; Parachutes and Ladders Conference coming Friday, April 17; Senate elections coming up; Career and Technical Education task force.
- II. Faculty Association: Mission statement revised to be more detailed for accreditation; nominations for 2015-16 election have been closed; President's Report (CCA Spring Conference, CCA Calif. Leadership Academy, Committee vacancies, BOT meeting, Exec. Board Action); Vice-President's Report (Grievance committee, membership drive, AB 889); Treasurer's Report; Director G Report; Academic Senate Report; Negotiations Team Report (2016-17 Academic Calendar—agreement has been reached with District (Option A) but Summer, 2017 will start Thurs., June 22.
- III. Psychology Club: had its third general meeting Wed., 4/8. Many upcoming events (e.g., Beach clean-up, river clean-up, cultural fair, etc.).
- IV. Mental Health Awareness Club: had a good meeting last Thurs., discussed suicide prevention. Will be having a walk on April 18 from 1:30-4pm at UCLA for the American Foundation for Suicide Prevention. Next meeting will be Thurs., 4/16, from 2-3pm in 26A-2811.
- V. Psi Beta Research Club: ICC meeting was cancelled, so it is still waiting to be approved.

### Division Meeting Information:

- I. EEO Training: anyone who will be on a hiring committee needs to complete. Full-time faculty should complete because we are anticipating hiring for full-time positions as soon as they are approved.
- II. BoT Presentation: Division thanked the chairs that participated in the event.
- III. Dual Enrollment: the Dept. is mostly opposed to it if it comes to a vote.
- IV. Chair Nominations/Elections: we will nominate at our next Dept. meeting.
- V. Resource Requests: e-mail Mike and Stacy with resource requests for larger equipment.
- VI. HSS Enrollment Planning: increased fill rates, but growth will be strategic and slow.
- VII. Evaluation Process: discussed norming ratings (1=Remarkable or Stellar, 2=where you're supposed to be, 3=meant to help and provide suggestions for improvement, 4=unacceptable performance. e.g., if received, will not be rehired).

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### Department Business:

- I. Please submit schedule and book requisitions for Summer 2015 to Mike by Fri., 4/17.
- II. Outcomes: reminder to assess PSYC 25 and PSYC 26. Subcommittee will be formed for outcomes mapping. The Dept. had a successful “Bringing Outcomes to Life” meeting last Friday, 4/3.
- III. Curriculum Discussion
  - A. PSYC 10: Consolidated measurable objectives based upon current curriculum guidelines. Updated the textbook based upon publication dates. Changes were approved.
  - B. PSYC 15: Changed the advisory of eligibility for ENGL 68 to a prerequisite of eligibility for ENGL 1A. Revised assignments. Changes were approved.
  - C. PSYC 19: Outline was changed to reflect the current DSM. Made sample assignments reflect the Category 1 written assignments. Updated the textbook based upon publication dates. Catalog description changed. Changes were approved.
  - D. PSYC 33: Catalog description changed (more thorough). Topical Outline changed to update the current DSM. Consolidated measurable objectives based upon current curriculum guidelines. Updated the textbook based upon publication dates. Changes were approved.
- IV. Other Business
  - A. Discussed the possibility of having a lock box from DSPS for exams.
  - B. Remaining Dept. meetings, Spring 2015. 2<sup>nd</sup> Thurs. each month, 3-5pm. May 14, June 12.
- V. Future Topics
  - A. Review of DL Amend forms.
  - B. Honors classes.