

## **Psychology Department Meeting Minutes**

Oct. 10, 2013

Michael Dowdle, (Co-Chair), Stacy Bacigalupi (Co-Chair), Gene Ano (Scribe), Misty Kolchakian, Michelle Grimes-Hilman, Charis Louie, Joshua Knapp, George Martin, Chara Powell, and Shiloh Blacksher

Meeting Commenced: 3:00pm (Approved the minutes from the last department meeting).

### Year End Report:

- I. Stacy and her associates participated in the Brain Tumor walk.
- II. Charis participated in the IRB meeting.

### Division Meeting Information:

- I. Tutoring referrals: the process is outlined in the portal under the faculty services tab.
- II. Discussed the process for closed captioning videos. The first step is to see if it can be repurchased with captioning.
- III. Computers in Building 26 are being replaced with Windows 7.
- IV. Protocol for Absences: the Division will not be posting for cancelled classes anymore. A detailed e-mail and memo were sent out describing the process.
- V. If you have not already done so, please make sure to send your faculty information sheet, etc. to the Division ASAP.

### Department Business

- I. The Psychology Department's requests to fill positions were ranked low.
  - A. Members expressed some concerns that the ranking process was not completely objective as it seemed to overlook details provided in the rationale.
  - B. Mike and Stacy will schedule a meeting with the Division Deans to discuss the ranking process.
- II. Thank you to those who volunteered to assist with adjunct faculty evaluations.
- III. Stacy and Mike will be meeting with Irene Malmgren to discuss the status of the Education Department.
- IV. SLOs: PSYC 5 and PSYC 10 should be assessing SLOs this semester.
  - A. The department decided to use SLO 1 from EDUC 16 for the Education Degree PLO.
- V. Curriculum: none due; PSYC 5 is on the EDC agenda. PSYC 17 has been submitted. EDUC 10 was approved.
- VI. Department Representatives: Charis will be the Faculty Association representative next Spring and the Academic Senate representative during the next academic year. Mike will be the Faculty Association representative during the next academic year. Gene will be the faculty advisor for the Psychology Club during the next academic year.

### Department Reports:

- I. Academic Senate: highlighted various Action Items (field trip task force recommendations, course duplication and overlap consultation and mediation process, course development and enrollment management task force recommendations, student equity committee purpose, function, and membership), Discussion Items (2012-13 year

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end report, content review implementation plan, 2013-14 academic senate goals and draft priorities), Public Comment, President's Report (open position for faculty accreditation coordinator), Curriculum and Instruction Report, and Professional Development Council Report.

- II. Faculty Association: highlighted elections for faculty association vice president, legal requirement for full-time faculty, dental plans, Board of Trustees (Marlen Garcia), and the formation of a task force for recommendations for improving graduation.
- III. Psychology Club: the club was reactivated and had a good start. Thank you to everyone who helped to publicize the meetings by passing out flyers and making announcements to their classes.

### Other Business:

- I. Online faculty evaluations

Meeting Adjourned: 5:00pm