

## Psychology Department Meeting Minutes

Sept. 19, 2013

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

Meeting Commenced: 3:00pm (minutes from our last department meeting need to be approved via e-mail).

### Year End Report:

- I. Charis created a website and some audio files (with transcripts), entitled, *Psychology for Life*, for her sabbatical project. She also took some classes from CSU Eastbay's certification for online teaching.
- II. Michelle attended and presented at the curriculum institute on behalf of the college. She is also chairing a committee on standards and practices, and chairing a taskforce for a paper on common assessment on multiple measures.
- III. Misty was appointed to the Health and Wellness Taskforce. She and her colleagues will be conducting a three-part workshop on Brain, Body, and Belly on Friday, Oct. 18, Nov. 1, and Nov. 15 from 12:30 – 1:30pm.

### Division Meeting Information:

- I. Protocol for absences: the Division is requesting e-mail notifications to students and the division in an attempt to minimize door postings.
- II. Instructional equipment funding: some funding going to upkeep of labs (e.g., computers, etc.).
- III. Document cameras (ELMO) in classrooms.
- IV. New Business Center building: DSPS needs some space for testing facilities, so they may take some classrooms in 26A. The department is concerned about losing our classrooms and the potential disruption it can cause for students.
- V. Contract Revisions: "Supplemental Hours" is now called "Service to the College" (itemizing hours is no longer necessary).

### Department Business:

- I. New student assistant: Justin Verdugo.
- II. Position for full-time Psychology faculty: request to fill.
- III. Education Department discussion: Stacy and Mike will make an appointment with Irene Malmgren to discuss what will happen with the Education Department.
- IV. Adjunct Faculty Evaluations: please keep an eye out for possible times and scheduling.
- V. SLOs: PSYC 10 and PSYC 5 assessments.
  - A. Program Level Outcome for Education Degree: create and assess.
- VI. Curriculum: none due
  - A. PSYC 17—waiting to submit; EDUC 10—on EDC agenda; A.S. Educ. Paraprofessional degree—approved by EDC; DL Forms (update PSYC 5, new PSYC 15).
- VII. Department Representatives: we discussed the possibility of developing a rotation for various representatives.

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### Department Reports:

- I. Academic Senate: highlighted Discussion Items, Public Comment, President's Report, Vice President's Report, Faculty Association Report, Curriculum & Instruction Report, and Professional Development Council Report.
- II. Faculty Association: no report present.
- III. Psychology Club: first general meeting will be Wed., 9/25, from 4:30 – 5:30pm in 26A-2871. Officer positions are available (e.g., Secretary, Treasurer, and ICC Representative).

### Other Business:

- I. Adjunct Faculty Hiring Workshop: Stacy will be conducting it on Friday, Oct. 25, from 10am – 12pm in the second floor conference room.
- II. Publisher Presentation: Worth Publishers

Meeting Adjourned: 5:00pm