

# **SAP Department Meeting Minutes**

## **May 14, 2014**

### **Attendance**

Chairperson Gallarde, Philosophers Lane, Diem-Lane, McGruder, and Sociologist Hatch, and Minute-Taker Thomas

April minutes were approved.

### **Announcements**

- June 11 department meeting will be at 10:15 am
- Sol Berger Talk on May 29
- Norm breaking experiments are an issue for IRB committee; faculty who plan to assign this need to complete an IRB proposal and give it to Rebecca; Marlene will share this info with the adjuncts at the adjunct
- David Lane and have 6 books that they have written that can be downloaded for free [neuralsurfer.com](http://neuralsurfer.com)
- Charles Carl Benjamin's mosaics will be on display 5/14 on
- Rebecca is going to the honor's celebration on Thursday May 22
- Minute-taker Thomas shared many of the activities she has been involved in on and off campus

### **Department Chair Elections**

Chairperson Gallarde was re-elected by a landslide

### **Adjunct Advisor**

- Minute-taker Thomas brought up the idea of serving as an "Adjunct Advisor" to serve as a sort of "sounding board" for adjuncts and to give them assistance in dealing with inter-personal conflict or other issues
- The idea was discussed and received well by faculty present

### **Scheduling the Fall**

1. Scheduling for Fall is final
  - a. Check portal frequently: Faculty Tab > Print Roster >
  - b. Two phil classes have had to be moved to 3 pm
2. Scheduling for Spring
  - a. If you schedule a 3-hr class on T/R try to have a matching class
  - b. Give Marlene our Spring schedule before we leave for summer

### **Curriculum**

- Soc and Phil classes are being approved for CID and we expect them to be approved for ADT in the near future

- Philosopher Lane will make some posters to advertise the ADT for both Philosophy and Sociology
- Chairperson Gallarde will make a handout about the course offerings

### **Recruitment**

- The Faculty Mentor-Internship Program is going well
- Brian Romero and Andrew Scott are being interviewed on May 22

### **Mock Interviews / Teaching Demo Opportunity**

Graduate sociology students from Cal State Fullerton participated; our adjuncts participated in serving as panelists and giving feedback

### **Budget**

Cola is pending

### **Faculty Association Rep Report**

- Employees on 11-month pay schedules will move to a 12 month schedule
- Student evaluations are now due by week 12 rather than the end of the semester
- Evaluations are due every year *for every prep* for adjuncts
- For tenured faculty, the evaluation process is as follows:
  - Year 1: Student
  - Year 2: Peer and Self
  - Year 3: Administrator

### **Academic Senate Rep Report**

Chairperson Gallarde will summarize and distribute to faculty

### **Adjunct Evaluation**

Chairperson Gallarde expressed a desire to see the evaluation of adjuncts standardized. Minute-taker Thomas volunteered to take the lead on this.

### **SLO/GEO**

Adjunct meeting will be May 30<sup>th</sup> and SLO/GEO

*Minutes prepared by Michelle Stewart Thomas*