SOCIAL & BEHAVIORAL SCIENCES DIVISION MEETING

Tuesday, March 27, 2006 2:00pm, B-3

Meeting Minutes

Attendance: Janice Sandell, Elena Reigadas, Ellen Joiner, Sally Fasteau, Harv Siegel, Brad Young, Mike Kinrade, Jim Stanbery, Andrea Miles and Bill Loiterman.

Announcements and Updates: Mr. Young introduced Mike Kinrade from our AJ department to the division. Firstly, the division briefly reviewed the February meeting notes. Mr. Young shared his notes from other meetings with the division; he announced the district wide same enrollment system, and the new basic skills task force that Carmen Carrillo will head. Seeing that our division is the 2nd to receive a full time instructor, and that we are the first division to move into the new building, it’s good to say a lot of positive things are happening for our division.

Enrollment: Late start classes have picked up on enrollments this semester. It would be beneficial for enrollment boosts to open more late start sections. The division discussed artwork for the posters. Dr. Joiner recommended having coordinating background color for all the departments’ posters so that our division can be uniformed. It would be great if each department can work together with each others creativity. Faculty members were asked to submit drafts by the 3rd week of April. We would like to have them circulated before the fall enrollment. Also please make sure they are simple and non-controversial, and be sure to list extension 4065 on the posters.

Goals and Priorities: The unit review plan is due soon. We will plan to meet as a division to discuss. Mr. Young recommended the priorities for general support, 1. Academic Affairs secretary. 2. Supplemental instruction to coordinate a group for tutoring. 3. Scheduling secretary. 4. Vice President’s secretary.

New: Dr. Loiterman suggested we implement student support groups. It should be somewhere our students can come when they need help with tutoring & counseling. Not only will this program be beneficial to our students, it will also benefit our division funding, we can receive ½ FTE for our division from this program.

Open floor: Mr. Young brought to attention the fact that funds for our division are pending in the SAP system, and there is only 50% to cover furnishings and equipment. Dr. Joiner recommended purchasing fewer, but high quality units that are mobile will help keep costs down. Ms. Fasteau thought that new desks for the students should be a must for the new building.

Aforementioned issues were fully discussed and unanimous consensus was agreed.

Meeting adjourned at 3:30pm.