Division Meeting
April 22, 2015; 1:00 pm
NEA-187
TENURE TRACK FACULTY

1. Open meeting with comments from staff
2. Division Goals and Objectives
   a. Student Learning Outcomes and assessment:
      i. #1 division priority
   b. Assessment questions: Percentage of completion
      i. Sociology
      ii. Political Science
      iii. History
      iv. Economics
      v. Anthropology
      vi. Psychology
      vii. Administration of Justice
   c. Committee and ASO clubs
   d. Pathway discussion
   e. Power point: pro's and con's
      i. See handout
   f. Scheduling: brief update only—both summer and fall
   g. Curriculum—ECD; send book list for summer/fall to be used in all classes
   h. End of meeting
Social and Behavioral Sciences Tenure Track Meeting

April 22, 2015 NEA 187, 1:00pm

Attendance: B. Young, Y. King, M. Agopian, M. Fradkin, V. Chaney, M. Reid, E. Galvan, M. Valadez, L. Kato, S. David (absent) and Y. Parra.

Opening comments: B. Young explained there have been many discussions on our college budget. The projected cost of prop 30 to the district is 15 million dollars and our college will get 1 million. He explained the state of the college budget. He discussed the college budget task force committee. The plan is to reduce 79.5 million by 2019/2020 fiscal year. He went on to explained history of college budget.

B. Young announced this year King Carter will be honored for Golden Apple Award. Let us know if you’re interested in attending.

Tomorrow a special CORE meeting there will be a vote to build the new student union or not. If we proceed with the project we will be 3 million short on the building completion. The physics building will be demolished soon. The old admin building will be boarded up along with the cafeteria. There’s no money for campus beautification after tearing down buildings. The other alternative is to no build the student union and refurbish old admin building and tear down old buildings that are unoccupied and refurbish cafeteria. Student and admin are lobbying to build the student union.

B. Young asked everyone what their thoughts are on this issue. M. Valadez said the latter sounds like the right way to go. V. Chaney would suggest the latter as well. The committee agreed it is in the best interest of the college not to build the student union building. It was agreed it is in the best interest of the college not to build the new student union.

SLO and Assessment completion from each department:

B. Young asked what work is left from this semester. Recap report is due June 30th.

Y. King: Sociology is at 100% and starting a whole new cycle.

M. Fradkin: Economics is working fine. Assessing one SLO for each course every semester in all sections. He explained the economics department assesses towards the end of the semester and does not anticipate any issues.

B. Young asked if pace instructors are submitting SLO’s. Y. King responded, yes.

L. Kato explained things are the same. Adjuncts are not submitting accurate SLO’s. We’ve never received SLO’s from PACE. Only from Jontae Watkins.

V. Chaney explained Political Science is doing great, all faculty are submitting SLO’s on time, PACE included. He explained Political Science 002 and student retention is doing better.
M. Reid: The AJ department assesses one SLO per course each semester the department as at 100%.

M. Valadez: All SLO’s are at 100%.

B. Young: The next division meeting we’ll discuss the division pathway. He suggested blending classes with other disciplines.

**Committee updates:**

Y. King: Accreditation is having another Harbor Success day on April 30th.

M. Fradkin reported on the grants committee, the college applied for a new Title V grant. Harbor advantage will come with 500,000 over the next five years. Funds can be used for tutors and SFP positions.

L. Kato: Senate committee and Work Environment working with disaster preparedness.

V. Chaney: SAPPC meeting

M. Reid: DE is working on a three year contract with Etudes. Our district is looking to use Canvas as a dual system with Etudes down the road. There’s a lot going on with the state system. He explained how Etudes works with in-class courses, hybrid courses and fully online courses. His preference is Etudes because they are more institution friendly.

E. Galvan: student success committee focusing on Achieving the Dream.

M. Valadez explained the student services meeting is conflicting with our tenure track meeting.

B. Young discussed his interesting meeting at the Federal Prison. El Camino College and Golden West College were also in attendance. We go back to teaching the in the early 70’s and late 90’s. In 2010, we graduated 25 with their associate’s degrees. He explained he’s presenting this today because our Chancellor has an interest in offering classes at the Prison again. There is a lot of grant money for reentry and rehabilitation. There is an opportunity to offer classes there. He asked everyone to please think about it and within the next week put together a couple of ideas on what you think might work and send them to him. He explained, if we have a grant that can pay for classes in some of our disciplines that will help our division.

M. Agopian explained he was at a criminal justice conference last week. It was about rehabilitation and the cost. Law enforcement and education need to plan together. Cost of incarceration is 70k per inmate.

B. Young explained it has to be supported division wide. It will not only benefit the college but everyone in this room. The Liberal Arts degree is transferable into Dominguez.

Agopian explained that other community colleges are working with this. If we don’t participate another college will.
B. Young: attached to the agenda is a handout on Powerpoint tips. Take a look at it as a refresher.

Meeting end: 2:30pm
PowerPoint (and other presentation software such as Keynote) can be a useful tool to support presentations when used appropriately. It allows you to make great use of visual aids and multimedia and can help both the presenter and audience stay organized. There are, however, dangers when it is used carelessly: it can be very dense and boring, and it can control and encourage passiveness in both the audience and presenter, and it can lead to the demise of an important presentation (i.e., yours.) So, what is appropriate use? How does one avoid death by PowerPoint? Below are three principles that can help.

1. **PowerPoint is not a teleprompter**
   Don’t use dense text in your slides. In his book *Presentation Zen*, Garr Reynolds (2008) describes the “slideument,” or a PowerPoint slideshow with all the text from a document pasted into dense bullet points. Slideuments provide very weak visual support for a presentation, and they serve poorly as a way to read a text. Forego all use of paragraphs, avoid sentences and limit text to a few words that help keep you and your audience organized. Also, don’t read your slides; a presentation is not a reading event.
for you or for your audience. Instead, talk about the images and concepts you show or illustrate. Research from the University of New South Wales (Sweller, 2007) indicates that it is more difficult to process information if it presented verbally and visually at the same time; reading a list of bullet points actually damages your audience’s ability to learn.

There are three places text and visual info can go in your presentation: on screen, in your notes, and in a handout. Keep these three things separate. The slides the audience sees should be very text-light, as described above; your notes can contain a text outline of what you hope to cover, and a handout (like this one!) can be dense with text and detailed info. If you keep these media mentally separate as you create your presentation materials, your PowerPoint slides will likely be cryptic without the context of the actual presentation, but your handout will be able to stand alone. Keep them separate!

2. **PowerPoint should not be in control**
In addition to the issues described above, reading bullet points causes the presenter to cede control to the software and march along, lock step, to the next bullet point. Moving towards a less linear, less rigid structure will help make a presentation feel more conversational; a narrative story is interesting, a bulleted list read aloud is not. Ideally, YOU should be in control of the sequence and the content, and you should be able to adapt on the fly to your audience and setting. There are a few simple ways to move in this direction:

**The B key:** During a presentation, this key will black the screen out, allowing you and your audience to temporarily leave PowerPoint and interact in other ways. Use liberally!

**Control K** While editing a PowerPoint show, you can select any object, picture or text, and with ctrl + K, you can add a hyperlink to another slide in the presentation, to another presentation, to different kind of file or to a website. You do not have to be linear—use hyperlinks to keep multiple paths available.

**Keep the lights on and actively involve your audience.** Fixed rows of silent people all facing forward in the dark encourages passiveness. Include brief, alternate activities during a presentation that allow your audience to interact with the content, each other and/or you.

3. **Relevant images & multimedia are good:** PowerPoint’s greatest strength is its ability to support presentations with visual aids. In particular, you can make use of relevant, data-rich pictures to illustrate your presentation. This is not suggestion to decorate, but to present high resolution data that support and complement your conversation with an audience. Research in multimedia learning (Mayer, 2001) indicates that the use of relevant images in PowerPoint facilitates learning as part of a strategy to offer cognitive guidance in a presentation, as opposed to simply presenting info and assuming the audience will “get it.”

Duke University Center for Instructional Technology
5 Tips to Avoid Death by PowerPoint

Like all great presentations, PowerPoint should follow five simple guidelines.

1. Tell a story.

Picture yourself as Steve Jobs. Whether you’re an Apple or Microsoft fan, you cannot deny that Jobs is one of the best presenters in any industry. Bud Tribble called his method the “Reality Distortion Field”—Steve’s ability to get emotionally involved with an audience, utilizing his charisma and enthusiasm to sell a product, no matter how worthless it may be.

Once he’s made that connection (or rapport), the audience is in the palm of his hand. Jobs could probably convince me someday that an older model of the iPhone is worth $300 because it’s an “antique.” Well, maybe.

Recently I went to a conference about stock investments. I remember one speaker really had me hooked because he told a story about how his son spent countless nights reading stock reports and invested roughly $2,000. That money has now quadrupled. I wanted to go back to the hotel, pull up my bank account, and invest. The story was nothing remarkable. But it was enticing because of the possibilities it created.

Remember, tell a story and build up the emotional connection. First impressions count.

2. Cut the crap with hundreds of slide animations.

Imagine making your audience sit through the above slide with everything flying in. Seriously. What is wrong with you? A couple of bullet point entries is cute, and a couple of slide transitions is fine, but having them each slide? Unless you have a good, specific reason (such as, this is a PowerPoint purely on slide animations), then don’t do it.

Think about it this way: Every animation or different transition dilutes the audience’s attention more, and more, and more, and more (you get the drift). Keep animation to a minimum, and try not to use more than 2-3 different slide transitions.
3. Keep the text simple.

The longer you use ridiculous fonts, the more you lose an audience’s attention, and their respect. What’s even worse? When you read word for word on the PowerPoint presentation. What happens if I took that slide away from you? Would you even know what’s on it?

Too many bullet points will always lose an audience. Slides with the least amount of text always do the best job. Give the audience a sheet of paper detailing the presentation if you have that much too share. But remember, can you really tell a story by using only bullet points?

4. Use color wisely.

Ouch. At least try to show them you care. Don’t give them a horrible color eyesore that makes everything look the same. By blending in colors properly, you can make text stand out, and make your presentation appear more professional, unique, and visually appealing (not like you took a gallon of virtual paint and spread it across your PowerPoint canvas as if you were sloppily spreading butter across bread).

5. Charts and diagrams please!

Personally, I find PowerPoint one of the best presentation tools to use graphs and charts. However, most people don’t bother with the bars and graphs. So please start! PowerPoint is a media-driven, visual tool — not a dissertation.

PowerPoint already comes equipped with custom pie graphs and charts, with the rest being up to you. Please keep the charts simple though, as we don’t want to see “The growth of 40 different companies in the last 10 years” on one slide. That’s overwhelming and complicated. Keep it as simple as possible.
Ever wonder how effective PowerPoint is in your classroom? Answer these 10 questions for a quick assessment of your use of PowerPoint.

1. Have you used PowerPoints that someone else (peer/colleague, publisher, or someone on google) created? Y/N
2. Are your graphics and backgrounds ones that were available 5 years ago on Microsoft? Y/N
3. Do the PowerPoints you use contain the complete content you are facilitating? i.e. they can “stand alone” Y/N
4. Do you spend more of your live class time looking at the Powerpoint than you do looking into the eyes of students? Y/N
5. Do you spend more time behind the podium than you do among the students? Y/N
6. Have you ever read a line straight from a PowerPoint? Y/N
7. If a student asks a question – have you said we’ll get to that later because you know you have a slide coming up? Y/N
8. Do students in your class sense that you prefer that they do not ask questions during your PowerPoint discussion? Y/N
9. Do you review and update your PowerPoint before each use with students? Y/N
10. If your PowerPoint presentation crashed – how confident are you that you could facilitate the same information without the PowerPoint? Rate yourself between a 1 and a 10.
1 – No Problem ------------ 10 Not a Chance – I’d cancel!

Now here is how you should add up your score

- Questions 1-8 = 1 point for each yes
- Question 9 = 5 points for no
- Question 10 = give yourself as many points as the number chosen

And the envelope please.......

Here is how to interpret your overall score

- 0-1 -- -- -- You’re a Rockstar!
- 2-4 -- -- -- You have some room for improvement
5: Time to rethink your strategy! (Check out our post on ways to resuscitate your PowerPoint)