1. Open meeting and comments: B. Young explained due to the recent passing of our Union President Len Glover he is assisting with the upcoming elections for officers.

B. Young distributed article regarding new two year degree programs and discussed new programs.

2. (a.) Number one priority is SLO’s and assessment. E. Joiner: The ACCJC is looking for more dialog on this. The accreditation committee has implemented a rubric for this that way we can have documentation for this. B. Young: This would be like your department meeting today? E. Joiner: Yes, that way we can see how it works in the classroom. B. Young: This is good, we will include that. We can discuss how we identify this on our website. E. Joiner: I think this rubric can be inserted into the minutes.

(b.) **Harbor Advantage FYE:** B. Young: any report on FYE. S. Nguyen: everything is good. B. Young: Discussed the student TOP code identifier. He would like students to register their major. Student Success is when they are identified. There has been a big push for career certificates as they are tied to funding. We want to find out if students have completed a certificate or are eligible to apply for one.

(c.) **DL Courses:** B. Young: any comments on retention? S. David: Has high retention in her online class and thinks she has had more students than her classes at other campuses. Y. King: Has not taught here but has always had high retention rates at other colleges. E. Joiner: This semester she has quite a few more students who are not from Harbor but from the Universities. B. Young: Any issues with your online class? E. Joiner: Will put together a schedule for the face-to-face orientation and would like to meet to decide where to print it in the schedule. There will be four orientations starting the first week of the semester. We cannot require the orientation as mandatory. B. Young: If you want to make it a requirement we will have to change it to a blended learning course and 2% of the course will be required to meet on campus. Y. King: has seen these great video’s on Son’s website and suggested placing it on the college website.

(e.) **Summer Schedule:** B. Young: submitted the summer schedule and everything was put in. We had more classes but the schedule was revised. Was told we are headed toward a deficit. The reduced the summer line up of classes because of this. We made some last minute changes for those who requested it. You may not want to offer classes in the summer as they are part of the fall budget. Explained Economics will be part of a summer boot camp program. G. Miller: Are there other programs that can finance our classes? B. Young: no, there is a big push for Basic Skills. These are decisions being made by administration. The draft of the fall lineup could be ready by Monday. Please review it and let me know of any changes.
We encumbered the anthropology fossils.

**PACE:** Last time we met we discussed a third track for distant learning. This is where courses would be listed for a sole online degree. The courses that are attached to them are sound online degrees. E. Reigadas: A concern regarding the validation at CSUDH. B. Young: we are still going through that. E. Reigadas: As far as an academic program Pace is a ghost program. What are the students going to get if it is not accepted? B. Young: That is why I’m asking for recommendations? B. Young: is suggesting to look at the university transfer pattern. We’ve discussed this with administration. It has been suggested under 1440 that CSUDH will accept the Liberal Arts degree emphasis in Social and Behavioral Sciences.

Explained the Learning Community Model:

1. 39 units as measurement for PACE graduate
2. 6 units minimum per semester in 4900 series
3. Traditional lecture: 8 and 16 week availability
4. DL: 16 delivery
5. Students must be enrolled in paired classes or series
6. Instructors required to blend common theme SLO’s in paired courses

E. Joiner doesn’t think we need the PACE program. We have our hands full with our departments and haven’t gotten anything from them in regards to SLO and assessment. B. Loiterman: explained how the PACE program was implemented for working adults. D. Weber: a lot of the support for it was from unions. S. David: M. Reddick-Dallas always does her assessment for anthropology. M. Fradkin: Has not received any thing. Y. King: Has received SLO’s from Peter Aguilera for Sociology. She explained her biggest concern about PACE is when students take her class Pace students have said they have never written a paper in PACE. B. Loiterman: has received SLO assessment from P. Rodriguez. E. Joiner: does not want to terminate the program but if they are not assessing the SLO’s. B. Young: has tried for years to support PACE. E. Reigadas: If we can reconfigure the program we should keep it. B. Young: Explained how we can bring it back and hold the efforts that our forefathers put together. M. Fradkin: Hears all arguments for and against. If you ask me I would keep the program with lots of revisions. Students expect less work to be done. There is a demand for those classes because of the schedule. We can take ITV program that offers eight week classes that is very successful. I think we have lots of history in that program and I would suggest inviting Mr. Carter to meet and move forward with some changes. B. Young: To give you an idea of what’s been going on behind the scenes in regards to validation. He shared an email from the validation team and it was positive. They are looking for a certificate program that guarantees them a job with social services department. S. David: I think we should create a PACE revamp task force. Suggested Mona Dallas-Reddick to be on the task force and thinks she would be very excited to be a part of it. B. Young: Let’s go to the process and the senate by laws. It goes to viability study and we did that with a couple of other programs we got rid of automotive tech but save another. We may want to send it for a viability study. B. Young: explained the validation study process. E. Joiner: Don’t think anyone would be opposed to the program. I think we need to have accountability, program review, outcomes and mission statement. The taskforce should be assigned by the Senate. I will take this forward to the Vice President and Senate. He knows the process because he was a part of one. I have never initiated a viability study. E. Joiner: Thinks this should be a college wide
effort. Administration needs to initiate this. Some change needs to happen we can’t just sit on this. B. Young: I brought this to the division because I wanted to hear everyone’s input. E. Joiner: Just to clarify, Pace needs to work on their Program Review. E. Reigadas: The catalog is vague about the PACE program. B. Young: Thinks it’s a good idea to initiate the concern with Senate. Explained the subcommittee needs to be formed by the senate.

**Anthropology**
S. David: Will be purchasing the new fossil collection.

**Administration of Justice**
M. Reid: Doing well, no change. Our members were recognized by the POST commission. We have one student who wants to be a lawyer and was offered assistance by San Bernardino

**Economics**
M. Fradkin: Explained how the new summer program “Economics Boot Camp” will assist students prepare for Economics courses in the fall.

**History**
S. Nguyen: All is well in the department.

B. Young: Craig Patterson was in today. He’s doing well and will return in the fall. Michael Agopian attended services for Len and he is doing well. The flu is going around so try to stay well.

E. Reigadas: has been working with

**Sociology**
Y. King has finished everything for curriculum and as decided to require Soc 1 for Soc 21.

B. Young: Submitted calendar of future division meetings and selection committee meetings and discussed. The selection committee dates are tentative. With Sasha’s move to prepare for the new course in the fall he will serve on the curriculum committee for her.

We have an excellent division and have a good place to work. We are very pleased to end it on a good note.

Meeting end 4:10pm