**FINE ARTS AND SOCIAL SCIENCES**

**DEPARTMENT MEETING**

**NOTES**

**November 04, 2016**

**Reedley campus CC1-208, Madera Center AM-114A**

**3:00-4:00 p.m.**

1. Attendance

**ART**

T. Carrera

D. Hicks

**CRIM**

G. Cartwright

D. Montejano

**HIST**

D. Richardson

**PHIL**

M. Cole

J. Druley

**POLSCI**

B. Tellalian

B. Turini (chair)

**PSY**

H. Seymour

**SOC**

F. Rodriguez

***EXCUSED***

*R. Genera (HIST)*

*C. Snyder (MUS)*

*L. Barnes (PSY, 100% released time)*

*J. Terrell (PSY)*

1. Review of meeting notes
   1. September 09, 2016
      1. Approved as amended (D. Richardson was in attendance)
2. Information from 2016-11-01 Department Chairs/Division Representatives meeting
   1. HR Staffing Discussion -Ranking RC and MCCC Faculty Requests
      1. The October Department Chairs meeting was reserved for one business item—hearing presentations for new faculty positions. The chairs heard presentations for the following positions (the parenthetical numbers next to the positions refer to the collective rankings of the department chairs, followed by the categorization by the Dean’s Council)
         1. Accounting (1 - retirement replacement)
         2. Ag Education (11 – long term vocational need)
         3. Art History (split position—50%-50% between Madera and Reedley) (10 – area with high need)
         4. Auto (tied for 7 – possible retirement replacement)
         5. Business/Entrepreneurship (9 – long term vocational need)
         6. Chemistry (4 – area with high need)
         7. English (6 – area with extremely high need)
         8. Flight Science (5 –high need vocational faculty)
         9. Geography (2 – area with high need)
         10. Librarian (tied for 7 – area with extremely high need)
         11. Math (3 – area with extremely high need)
         12. PE/Health/Soccer/Tennis (12 – area with high need)
      2. MCCC/OCC(O)C College Center Council heard new faculty request presentations at their October 28 meeting. Requests were submitted in the following areas (parenthetical numbers indicate the collective ranking of the Council)
         1. Art History (split position—50%-50% between Madera and Reedley) (5)
         2. Chemistry (7)
         3. Counseling (3)
         4. English (4)
         5. Math (6)
         6. Psychology (1 – retirement replacement)
         7. Reading (2 – retirement replacement)
      3. Discussion at the Madera-Oakhurst Faculty Association on 11/01/16 indicated that the replacement Psychology position in Madera may be the only one funded due to the anticipated impact of “multiple measures” assessment and placement on Reading faculty.
      4. About 50 Classified positions were requested as well
      5. Discussions continue with President’s Cabinet—another meeting on 11/03/2016. No decisions have been made on any positions at this point
   2. Strategic Planning Forums (J. Offenbach)
      1. The Strategic Planning Committee is holding feedback forums where people can come in and give their thoughts either individually, as a department representative, or a program representative regarding the committee’s first draft of the mission, vision, values, and goals to guide the next strategic plan
      2. These are informal, drop-in sessions
      3. Dates/times/locations
         1. Reedley campus—Friday, November 04 @ 11 a.m. in SOC 39 and Monday, November 07 @ 3:30 in SOC 39
         2. Madera Community College Center—Friday, November 04 @ 11 a.m. in TM-11 and Monday, November 07 @ 2 p.m. in TM-11
         3. Oakhurst Community College Center—Tuesday, November 08 @ 12 p.m. in OC-12
   3. Adjunct Evaluation procedures/coversheet
      1. Discussion started on this issue at the August Department Chairs/Division Representatives meeting
      2. Art. XII, §1(D) states that a part-time instructor’s “evaluation team will consist of the immediate supervisor or his/her designee and a peer reviewer identified by the department chair.”
         1. Presently, administration is using a cover sheet to make sure that all aspects of the process are fulfilled
      3. A concern was voiced last year due to the fact that many of the files contained only one evaluation (that of the “peer evaluation identified by the department chair”)
      4. The concern shifted this year to note that fact that, beyond identifying the peer evaluation, the part-time faculty contract provides for no role for department chairs in the evaluation process. This begs the question whether or not indirect participants in the evaluation process (i.e., department chairs) should be reviewing and signing confidential personnel documents? To what degree are these documents “confidential”
      5. Found out that FCC and CCC do not use a similar cover sheet for their part-time faculty evaluations
      6. Many department chairs are of the opinion that the ability to review part-time faculty observation files is critical to their ability to make staffing recommendations
      7. V.P.I. Dekker was tasked to take the question to the SCCCD HR Department and SCFT (the faculty union) for their input.
   4. Integrated Planning Process
      1. As this process will be mentioned numerous times in our next Accreditation *Institutional Self Evaluation Report* (ISER), VPI Dekker, as the college’s accreditation liaison officer, wanted to make sure that everyone understands this cycle.
      2. The model can be found in the college’s *Educational Master Plan*
         1. The center identifies our “main drivers”
         2. The blue ring represents the program review cycle
         3. The green ring represents the budget cycle
         4. The orange ring represents the HR Staffing cycle (started in October 2016)
      3. This model should illustrate the importance of completing annual Program Review reports
         1. Way to tie back to all goals and getting goals to all committees
      4. Asked to consider department-by-department presentations
         1. Contact Eileen so she can do presentations at your department meetings
      5. Department members decided to invite E. Apperson (Program Review chair/SLO Coordinator/Accreditation Faculty Coordinator/Chair, Comp/Lit/Comm dept.) to the December meeting to discuss the integrated planning model
   5. Rigor statements
      1. English and Math programs are working on developing “rigor statements” for their key courses.
      2. At the moment, there is some confusion as to the intent of these—are they intended to inform the instructor in the program, the students, the administration, or the broader community.
      3. From the outside, they appear to be an effort to address the newly discovered consistency issues inherent in our dual enrollment offerings.
      4. G. Cartwright (CRIM instructor/State Center Federation of Teachers Vice President of Academic Affairs) announced that the faculty union Vice Presidents of Academic Affairs from the three colleges are planning to meet to craft a common (districtwide response) to the workload issues inherent in the expansion of dual enrollment offerings.
   6. Multiple measures
      1. The state Common Assessment Initiative (CAI) is pushing for a more “holistic approach” to placing students in Math and English sequences that our current placement exams allow.
      2. Colleges are now to employ “multiple measures” for placement, effective FA17.
         1. “Multiple measures” means we must have multiple measures at our disposal, but we can use just one to place students
      3. Faculty in English, ESL, and Math have been working on this project.
      4. Will have to validate measures annually.
      5. English has proposed accepting a cumulative high school of GPA of 2.6 as “eligible for English 1A.”
         1. By using GPA, this technically uses “multiple measures” by measuring overall success of all classes
      6. Also can use last class taken in Math and English
   7. FA16 enrollment data
      1. Reedley College, Division A: 421 sections, 12.57 FTES/FTEF, 376.99 WSCH/FTEF, 80% fill rate
         1. Reedley campus, Division A: 261 sections, 13.26 FTES/FTEF, 397.61 WSCH/FTEF, 83% fill rate
         2. Madera Community College Center. Division A: 139 sections, 112.04 FTES/FTEF, 361.17 WSCH/FTEF, 77% fill rate
         3. Oakhurst Community College (Outreach) Center, Division A: 21 sections, 7.51 FTES/FTEF, 225.44 WSCH/FTEF, 57% fill rate
      2. Request was made to break these down by department
3. Part-time faculty observations for FA16 at the Reedley campus
   1. ART

P. Arriaga

S. Bradshaw

T. Lyons

* 1. CRIM

A. Guzman

* 1. MUS

D. Driggers

* 1. POLSCI

R. Burchett

D. Haines

1. UPDATE—College safety protocols
   1. In an effort to address safety concerns in combination with staffing concerns at SCCCD PD, the district has contracted with outside agencies to provide increased security.
      1. In Madera, a contract agreement has been reached between the district and the Madera County Sheriff’s Department to provide regular check-ins at the campus
      2. An independent security firm has been contracted to have regular security guards on campus in Madera
   2. J. Druley (PHIL) had an experience with a student in September in Madera where he felt the need to call for the assistance of the Behavioral Intervention Team. While anecdotal, his perceptions were that the response was prompt, appropriate, and addressed his concerns.
2. Committee reports
   1. Academic Senate (G. Cartwright [2015-17] and D. Richardson [2015-17])
      1. D. Richardson will have a class conflict in the last nine weeks of the SP17 semester. Department faculty at the Madera Center are to review their schedules to see who can serve as a proxy.
   2. Curriculum (B. Tellalian [2016-18])
   3. Distance Education Committee (R. Genera [2015-17])
   4. Technology Advisory (J. Terrell [2016-17])
   5. Other
      1. Program Review (B. Turini)—question was posed as to how a revised strategic plan might impact the program review reports currently being written by the disciplines in FASS.
      2. Sabbatical Leave (B. Turini)—the deadline for proposals has been extended.
3. Other
   1. Muro de Honor ceremony, Wednesday, November 16 @ 5:00 p.m.

**NEXT MEETING: December 09, 2016**