

SOCIAL SCIENCES
DIVISION MEETING
August 18, 2004

In Attendance:

Jeff Carlisle	Stephanie Hayes	Cecelia Yoder
Jessica Sheetz-Nguyen	Trish Bilcik	Martha George
Ron Gray	John Hughes	Chuck Carselowey
Jane Carney	Ray McCullar	Sue Tabor
Nancy Pietroforte	Dana Glencross	Richard Anglin
Rick Vollmer	Mendy Bergin	Thomas Jones
Patti Buxton	Wanda Roepke	Dana Tuley-Williams

Absent:

Jerry Steward
Peggy Jordan

Dr. Buxton conducted the meeting welcoming everyone back for the fall semester and introducing our new faculty members; Dr. Jeff Carlisle from the University of North Texas and Dr. Stephanie Hayes from Plattsburg, NY. She also acknowledged Wanda Roepke as new Division Assistant and Andrea Owrey, Secretary. She stated the mission of the division office is to make faculty and students feel welcome, to make their jobs easier and to be of service in any way possible.

Enrollment has increased 15% in Social Sciences. The new classrooms will be available later this semester and classes will be moved at that time. The dean's had the option of moving into uncompleted rooms or waiting for completion and felt that faculty and students would be better served by waiting until they were completely ready. They will all be multi-media equipped.

Rick Vollmer expressed his concern that the social sciences are being neglected. Other programs are getting new buildings while we are left with no plans for our future improvement. Our offices are inadequate and carpets are in disrepair and it seems no one cares even though we bring in all these students (15% increase) Others expressed the same sentiment. Dr. Buxton explained that she understands the concerns and continues to ask for improvements for our division. The roof has been successfully completed and she has requested the promised new carpet be installed as well as negotiating that CU 7 and CU 8 be made into faculty offices. A social science fee was suggested then we might have a more adequate computer room (we now have one shared with HP with 8 computers) and perhaps a learning lab. All other divisions have learning labs, assistants and computers. 1H2 or 1H10 would be suitable for labs.

Dr. Buxton wanted the faculty to know that there are funds available for items that are needed and to please let her know of needs. Dr. Hughes mentioned that the scanner in the computer lab was purchased jointly with Health Professions and probably could be updated if we have the money for an item such as that.

Dr. Buxton recognized Mendy Bergin and Jessica Sheetz-Nguyen for their five years of service to the college; Thomas Jones for ten years service; Dana Glencross 15 years; Trish Bilcik and Chuck Carselowey for 20 years and Richard Anglin 25 years with the college. Ray McCullar is our only faculty member who has been here since the college was established.

Dana Tuley-Williams stated she is glad to be back in the Library after her maternity leave. She is on a flexible schedule as Systems Librarian. She announced the acquisition of ProQuest data base. This has historical information from major newspapers dating back to the 1800's. Also Psy Articles database with full text and the 1999 Oxford English Dictionary on CD Rom.

Dr. Buxton announced that through grants the sociologists (Chuck, Nancy, Jane) brought a speaker to campus for Living Sociology and that Sue Tabor received a stipend for training adjuncts in how all of Child Development meshes together.

Advising – Students are appointed to advisors in a sequential manner. If students request a certain professor then those requests are honored.

Travel – Dr. Buxton encouraged all faculty to attend the meetings of interest to them. Travel requests should be made for the whole year. Estimate your expenses. She will email the amount of money the division has for travel. Dr. Buxton will approve your requests then faculty will make the travel arrangements through Donna Dilworth. Booking through state agencies is much more expensive. You can turn in documented evidence of lower cost flights and hotels.

The tuition fee waivers were distributed. They are due to the division assistant by 5:00 PM today.

Committee Reports – Global Ed Workshop at 2:30; Faculty Development Committee 9:00 AM in CU7 or CU8. Sue Tabor and Cecelia are on the committee with Martha George as host. We need a Faculty Association Representative. Trish Bilcik volunteered. Faculty Association will staff the coke wagon for the Arts Festival. It was virtually rained out last year.

Safety Training – Wanda has been sending sites that can be used for training. WOW activities are now available for training.

Courtesy Fund – Please contribute. This fund is used to purchase flowers and cards as the occasion arises within our division.

Online Office Hours – Two hours of your office hours may be online. You must be available during those hours. There are forms to sign for this in the division office. Forms for outside employment also need to be on file in the division office.

The disability statement was distributed. When changes occur it will be sent electronically. Test center hours were also distributed. Please sign professional absence form when you will miss your class stating how your class will be covered.

The Global Education Conference will be at Tulsa Community College September 30-Oct. 1. Please give Donna Dilworth information for your registration as quickly as possible. Two \$500 awards for innovative ideas will be presented. Early deadline is September 1, 2004.

Dr. Buxton will hold visitation with members of the faculty. A sign up sheet will be available in the division office.

Developmental Plans – Some faculty have done 2 year plans but a 1 year plan will need to be updated next fall.

A sign up sheet for the division welcome back party is available in the division office with a new and improved map courtesy of Jane. Pictures for the school directory and for the social science division faculty/staff will be taken this afternoon and tomorrow morning.

The faculty said thank you to Dr. Buxton for the calendars, legal pad holders and the breakfast that she provided.

Faculty adjourned to departmental meetings.