

**SOCIAL SCIENCES  
DIVISION MEETING  
September 7, 2004**

**Those Present:**

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

Dr. Buxton began the meeting with news of 6.8% overall increase in enrollment with 15.9% increase in Social Sciences. The faculty is hopeful this will merit new carpeting. Dr. Buxton stated Section 13 money is available for remodeling projects and she is hopeful new carpet will be installed this year.

Thanks were expressed to Jane for securing use of the Clubhouse in her neighborhood for the welcome back party. Also, welcome back to Jerry Steward who has been in California seeing his son Chad off to serve with the Marines in Iraq. Dr. Buxton asked that all who were so inclined to remember Chad in their prayers as he serves our country.

Dr. Buxton needs any travel information: dates, name of conference, amount, etc. The monies will be equitably shared. She will confirm with each faculty member the amount they have been allocated for travel. After being approved by Dr. Buxton the arrangements will be made by Donna Dilworth. John Hughes has a conference scheduled the end of October for Global Education and this special travel comes from Academic Affairs budget.

Global Ed Conference September 30-October. You can register online at [OGEC.org](http://OGEC.org) and give your expense data to Dr. Buxton. OACC Conference Friday, October 22, 2004 in Oklahoma City, \$25 fee. Professional Development Day Conference. Tech Occ. Council meets in CU 1-2. Al Heitkamper presents at 10:30. This is open to the faculty and is come and go type conference.

On the Faculty Development Forms 3 or 4 years are listed. Only 1 is required. You may pass and go to the next year if you would like to go to the one-year format. WOW merit form was distributed. This is one form for merit not the only form. Faculty Development is one thing and merit is another. Deans have to do a development plan by presenting an academic plan, division plan and leadership series for deans.

WOW – Martha reported there will be activities each month. There has been a good response. Over 100 have registered in 350 areas. When you participate a record book is given to record and accumulate activities. WOW is a form of faculty development.

Twenty five to thirty new ideas will be presented for Spring. If you would like to be a facilitator then please volunteer.

Dr. Buxton asked for volunteers for task force for Advisement and SIIs. Thomas Jones volunteered to work on advisement.

Trish Bilcik reported for the Faculty Association that we should be aware of the concerns of other divisions. The Business Division feels left out as we do that they are not getting a new building and new offices. Some of the concerns expressed to the faculty association from our division are faculty offices, entry by the pool, carpeting, division and dean's office renovated. Other concerns of the division should be given to Trish and she will report to the Faculty Association. Dr. Buxton reported that she had met with Dr. Sechrist and Stuart Harvey recently and possibly this will be our year since it has been a number of years since money has been spent on our division.

Gen Ed committee will meet on Thursday discussing difference in faculty development and performance appraisals. Friday, September 17 is a meeting on Retention. The Presidents Advisory Committee and Global Ed have not yet met.

Chuck represents the IAPC Committee. Building agenda and instructional procedures should be emailed to Chuck. Inability to withdraw students is a topic some faculty would like addressed. Jerry Steward stated we have to follow the policies set forth by the State Regents. It was suggested there could be a difference in an F for non-attendance and an F earned academically. There could be complications with identifying F's. Jane Carney stated a concern of hers was that when some students receive the F for non attendance they accept that they were negligent and didn't follow the rules and the F stands while others complain and then Admissions will often grant an exception and their F is changed to W. The Faculty Association can take resolutions to the Vice President to look into alternate methods of dropping students for non-payment.

Trish Bilcik stated that she was on a Benefits Committee that never met last year. She is not sure if the committee exists. Dr. Buxton will check to see if this is still an active committee. It was mentioned that if it is still active perhaps age limits for fee waivers for family members might be changed.

Dr. Hughes stated that he believes a policy should be in place that prevents students with language barriers from enrolling in Intersession courses. Maybe a proficiency test could be used. He believes some students set themselves up for failure because of their language difficulties.

Student Life representatives presented information on campus happenings during this semester. A Job Fair is slated for October 6 from 10:00 AM – 2:00 PM. They have new brochures designed by graphic arts students which were distributed to faculty. A bulletin board for events is located in the Union. Job opportunities will be featured weekly. Currently 3 web sites exist and 340 employers are posted with 139 active jobs and 108 resumes posted. A contest will be held for those uploading resumes and gift certificates

will be given as prizes. Brown bag seminars will also be held and students can get credit for attending these informative sessions. Website information, salary information, etc. was handed out to faculty. Student Life provides help with resumes, assist with interview skills, videos, etc. and will speak to classes as well as individuals.

Dr. Buxton reminded the faculty to come by the Division Office and sign up for individual visits with the dean.