

# SOCIAL SCIENCES DIVISION MEETING MINUTES

NOVEMBER 3, 2009

## **ATTENDEES:**

### PRESENT:

TRISH BILCIK, JEFF CARLISLE, CHUCK CARSELOWEY, BRUCE COOK, JOHN EHRHARDT, LOIS GANICK, DANA GLENCROSS, RON GRAY, STEPHANIE HAYES, RANDY HOPKINS, PEGGY JORDAN, YUTHIKA KIM, JERRY LUDLOW, RAY MCCULLAR, GREG PARKS, JULIE RICE-ROLLINS, MARKUS SMITH, M'LOU SMITH, SUSAN TABOR, LAURIE THORNTON, DANA TULEY-WILLIAMS, RICK VOLLMER.

### ABSENT:

MELINDA BARR, DAWN LADISKI, CECILIA PITTMAN.

### BIRTHDAYS:

DR. TABOR WISHED RON GRAY (NOV. 19) AND BRUCE COOK (NOV. 29) HAPPY BIRTHDAY.

### ADVISING AND COUNSELING:

LOIS GANICK ANNOUNCED THAT SYLLABI HELD IN THE ADVISING AND COUNSELING OFFICE WILL REMAIN ANONYMOUS SO STUDENTS WILL NOT BE ABLE TO "SHOP AROUND".

### LIBRARY:

DANA TULEY-WILLIAMS STATED THAT NEXT SEMESTER THE LIBRARY WILL BEGIN REQUIRING STUDENTS TO LOG ON TO COMPUTERS; VISITORS WILL BE GIVEN A DAY-PASS. THIS ACTION IS IN RESPONSE TO ONGOING PROBLEMS WHICH HAVE BEEN OCCURRING RELATED TO COMMUNITY USE OF LIBRARY COMPUTERS.

### INFORMATION TECHNOLOGY ACADEMIC ADVISORY COMMITTEE:

GREG PARKS INFORMED THE GROUP OF AN UPCOMING CHANGE IN RETIREE EMAIL ACCOUNTS. THE NEW ACCOUNTS WILL END IN @COLLEGE.OCCC.EDU INSTEAD OF THE TRADITIONAL @OCCC.EDU. ALSO, THE COMMITTEE HAS BEEN INFORMED THAT ONGOING ISSUES WITH THE ANGEL SYSTEM ARE ORIGINATING IN THE SYSTEM ITSELF AND SEVERAL OTHER COLLEGES ARE EXPERIENCING THE SAME PROBLEMS. THE COMMITTEE HAS SUGGESTED REMOVAL OF THE WIKIPEDIA LINK ASSOCIATED WITH ANGEL COURSE SITES. ALSO NOTED WAS UPCOMING INFORMATION FOR ADA GUIDELINES AS THEY RELATE TO ONLINE COURSES.

### ANNOUNCEMENTS/REMINDERS/DATES/DEADLINES:

A THANK YOU CARD WAS MADE AVAILABLE FOR ANYONE WISHING TO SIGN THANKING DR. SECHRIST FOR THE TWO LITHOGRAPHS HE HAS DONATED TO THE DIVISION.

FALL 2010 ENROLLMENT IS EXPECTED TO INCREASE BY 5% TO 10%.

SPRING 2010 ENROLLMENT IS HOLDING STEADY AT 4% ABOVE LAST YEAR.

RETENTION FROM FALL TO SPRING IS LOOKING POSITIVE. A DEMAND HAS BEEN SHOWN FOR MORE EVENING AND ONLINE CLASSES.

OUTCOMES ASSESSMENT REPORTS NEED TO BE SENT IN VIA ELECTRONIC COPY.

OUTCOMES ASSESSMENT PLANS – DUE (IN ELECTRONIC FORMAT) TO DR. TABOR BY NOV. 6<sup>TH</sup>

PERFORMANCE APPRAISALS WILL BEGIN JAN. 22 AND ARE DUE MAR. 3.

HOLIDAY CARDS – USED BY INSTITUTIONAL EFFECTIVENESS TO INCREASE SURVEY RESPONSE – WERE HANDED OUT TO EACH DEPARTMENT.

16 WEEK SIIS – SHOULD BE HERE NOV. 9 OR 10; INSTRUCTORS WILL BE GIVEN THREE WEEKS TO COMPLETE DUE TO THE HOLIDAY.

GRANT WRITING WOW SESSION – NEXT AVAILABLE IS THIS THURSDAY. RAY McCULLAR MENTIONED A VIDEO MAY BE AVAILABLE SHORTLY AS WELL.

DISCUSSION:

ONLINE INITIAL ATTENDANCE – BEGINNING IN THE SPRING, INITIAL ATTENDANCE WILL NOW BE SUBMITTED ONLINE. HANDOUT INSTRUCTIONS ARE AVAILABLE. PLEASE SEE MARY BARR FOR MORE INFORMATION.

COURSE COMPLETION REPORTS – DISCUSSION FOLLOWED.

RESPECTFULLY SUBMITTED,

LAURIE THORNTON

SOCIAL SCIENCES DIVISION ASSISTANT

