

Social Sciences Division Meeting
December 2, 2008 – 1H7

Melinda Barr	John Hughes	Dana Tuley-Williams
Trish Bilcik	Thomas Jones	Rick Vollmer
Jeff Carlisle	Peggy Jordan	
Chuck Carselowey	Yuthika Kim	Absent :
Bruce Cook	Jerry Ludlow	Markus Smith
John Ehrhardt	Ray McCullar	
Lois Ganick	Greg Parks	Guests :
Dana Glencross	Cecilia Pittman	Darin Behara
Ron Gray	J. M'Lou Smith	Jenna Howard
Stephanie Hayes	Susan Tabor	Pat Stowe
Randy Hopkins	Laurie Thornton	Katie Treadwell

Guest Presenter:

Darin Behara, Director of Student Life, and Katie Treadwell, Service Learning and Student Life Programs Coordinator, promoted the Service Learning program. Packets are available for anyone who would like more information.

Thanks/Recognition:

Dr. Tabor thanked Melinda Barr and Laurie Thornton for their assistant preparing the 1H9 kitchenette for our Thanksgiving Pot-Luck. She also thanked Dana Glencross for allowing her microwave to be moved into the kitchenette.

Reports:

Library – Dana Tuley-Williams reminded everyone to let the library know of any textbook changes so they may order these books for reserve.

Committees – Chuck Carselowey announced the Instructional Administrative Procedures Committee is currently reviewing certain procedures, including Procedure 4009 concerning Full-Time Faculty Workload.

Announcements:

Pat Stowe, Director of Student Support Services, introduced Jenna Howard as the new Mental Health Counselor in Student Support Services. She also asked faculty to consider giving extra credit for attendance at Brown Bag Lunches offered by the college.

Dr. Tabor announced the renovation plans would be tabled until January due to the change in administration. She assured everyone the renovations would not be forgotten.

Dr. Tabor made it known that Jeff Carlisle had been chosen as the NISOD representative.

In regards to emergency preparedness, Dr. Tabor stated the college would be holding an unscheduled drill (fire, tornado, or shelter-in-place) at some point during the first few weeks of the Spring semester. She noted that everyone should review each of the emergency plans.

Please report any computer viruses to I.T. (ext. 7777) immediately.

For online courses, please try to spread out your online testing throughout the week instead of just on Sunday nights. The overload of students logging in to the system on Sunday nights has been causing problems with ANGEL.

If you are interested in taking part in a pilot program for podcast lectures, please contact Bill Hill at ext. 7459.

Reminders/Dates/Deadlines:

Please remember to use a legend on your attendance sheets. It has been difficult to distinguish the meaning of characters used.

Tuition fee waivers are ready and are due back by December 16th.

Discussion:

Dr. Tabor passed out the revised syllabus checklist with an additional reminder for instructors using the Test Center. This optional addition reminds students to bring their OCCC ID with them to the Test Center.

Thomas Jones volunteered to serve on the Textbook Adoption Committee which will review different programs for the new online textbook adoption site.

Dr. Tabor reminded everyone to be thinking about 2009 Institutional Planning.

Respectfully Submitted,
Laurie Thornton
Social Sciences Division Assistant