

Social Sciences Division Meeting
September 2nd, 2008 - 1H7

In Attendance:

Trish Bilcik	Randy Hopkins	Sue Tabor
Jeff Carlisle	John Hughes	Laurie Thornton
Chuck Carselowey	Thomas Jones	Rick Vollmer
Bruce Cook	Peggy Jordan	
John Ehrhardt	Jerry Ludlow	Absent:
Lois Ganick	Ray McCullar	Mendy Barr
Dana Glencross	Greg Parks	Yuthika Kim (in Psy/Soc Meeting)
Ron Gray	Cecilia Pittman	Markus Smith
Stephanie Hayes	M'Lou Smith	Dana Tuley-Williams

Dr. Tabor began the meeting by thanking all those who participated on Opening Day, including Bruce Cook, Dana Glencross, John Hughes, Peggy Jordan, Jerry Ludlow, Ray & Kathy McCullar, and Cecilia Pittman. She also extended thanks to Bruce Cook, Ray McCullar, Cecilia Pittman and Laurie Thornton for their work in preparing the Spring 2009 schedule.

Reports:

No Advising Reports.

No Library Reports.

Ray McCullar announced his involvement on a committee which will be selecting a name for the new theatre. The committee has recommended the name of Bruce Owens. He also mentioned that the History department is collecting information for its portfolio.

Announcements:

Dr. Tabor informed the group of the Articulation Agreement which has been formed with the University of Maryland for online courses. The formal signing of this agreement will take place on September 22nd.

Dr. Tabor also reported that student debit cards will debut on campus October 1st. These cards are good for five years and can be used by Financial Aid and the Bursar. Two new ATMs will be added to campus to assist students in the use of this card.

Reminders/Dates/Deadlines:

Trish Bilcik reminded everyone that Curriculum Committee will have its first meeting in either the third or fourth week

of September. Please let Dr. Tabor know of any changes you would like to submit.

Dr. Tabor reminded everyone to sign up for Faculty Development Plan meetings. The signup sheets are in a yellow binder in the Division Office. Please submit your development plan at least two days prior to your selected meeting date.

Dr. Tabor also noted that September 30th is the last day of the First Quarter. If you have not yet completed your First Quarter Health and Safety Training on Blood-borne Pathogens, please see Mary Barr for information.

Other Reminders from Dr. Tabor: please post your office hours on your office door; Outcomes Assessment Reports are due no later than October 15th; Outcomes Assessment Plans are due November 7th; and \$12,500 has been allocated for travel in this year's budget and money can be requested using the form that was sent out by email.

New:

Please report absences to Laurie Thornton as she is the earliest to arrive in the Division Office.

Please fill out a Professional Leave of Absence form when you have a planned absence.

If you plan on relocating your class temporarily (to the Library, Communications Lab, etc.) please fill out the new Temporary Change of Classroom form to eliminate confusion in the Division Office.

Online Office Hours Agreements will now be turned in to Mary Barr since she also handles regular office hours.

Discussion:

Dr. Tabor gathered information from faculty on location and date of a Back to School party. The general consensus was to have an outdoor party, possibly on a Friday, in either late September or early October.

Ray McCullar suggested donations to the cake/candy fund. Laurie Thornton advised there is currently \$10 in the fund.

Email issues were addressed. John Hughes stated he is still waiting for IT to transfer his archived Groupwise materials over to Outlook. Peggy Jordan mentioned IT has not been able to remove Groupwise from her computer since it crashed. Randy

Hopkins announced he is on the IT Committee and was assured by members of IT that no emails should be going into the Groupwise accounts any longer, but some employees may have missed conversion steps which still allow Groupwise to receive email. Randy also mentioned any specific questions could be directed to him so he may bring them up to the IT Committee.

Dr. Tabor asked is anyone had been having difficulties with ANGEL. Feelings among the group were mixed. Randy Hopkins mentioned that from 7am to 8am every day, the ANGEL system goes through updates and this may cause the system to be slow or not allow members to log on. He also noted that ANGEL training for adjuncts is being developed. Rick Vollmer and Chuck Carselowey mentioned that ANGEL seems to work more efficiently with the installation of Mozilla/FireFox software, but Chuck warned not to set this as your default browser.

Dr. Tabor also asked what the group's feelings have been on the new printing process. Chuck Carselowey and Ray McCullar both agreed that more options needed to be available to faculty than just online printing. Rick Vollmer noted that he has not had any problems as of yet with the new service.

Dr. Tabor closed the meeting by reminding everyone to be thinking about the upcoming renovations and assured the group that leak repair, sound issues, and mold are the top concerns.

-Laurie Thornton, Division Assistant