

SOCIAL SCIENCES
DIVISION MEETING
December 7, 2004

Present:

Richard Anglin
Patti Buxton
Chuck Carselowey
Ron Gray
Thomas Jones
Nancy Pietroforte
Jessica Sheetz-Nguyen
Cecelia Yoder

Mendy Bergin
Jeff Carlisle
Martha George
Stephanie Hayes
Peggy Jordan
Wanda Roepke
Susan Tabor

Trish Bilcik
Jane Carney
Dana Glencross
John Hughes
Ray McCullar
Jerry Steward
Rick Vollmer

Absent:

Dana Tuley Williams

The meeting was opened by Dr. Buxton with congratulations to Dr. Ron Gray who is a new grandfather. His granddaughter, Addye Grayce, was born on Dec. 5th. She also congratulated Rick Vollmer and Wanda Roepke who have new granddaughters, Abigail and Megan, born on October 14.

Dr. Buxton expressed her thanks for those who have given cash, groceries and gift certificates to SKIL.

She also reminded everyone of the Holiday Luncheon on Thursday beginning at noon and our division Merry Munching Day on Thursday, December 16. Grades are due online by noon on December 21 and it is the expectation that classes meet until the last day of school.

Smartthinking, Online tutorial, will be available Spring 2005. It is funded from the Braingain. There is funding available for tutors in the spring if anyone has a student they would like to use. Tutors may work 6-9 hours per week. Wanda will get information and help with timecards as needed.

COMMITTEE REPORTS:

IAPC – Chuck Carselowey reports the committee would like input on suggestions dealing with academic dishonesty. A revision for procedures is being prepared and this committee has been asked for recommendations. They are drawing from several sources. The test center has made some changes and when the policy is completed it should appear in syllabi.

Faculty Development – No report.

Peggy Jordan told of the Master Advisor Workshop which WOW is hosting – March 3-5 at the Sheraton. They would like faculty advisor input.

Task Force – Thomas Jones and Peggy Jordan are involved with this task force to study the most pressing problems of advisement and the overlaps that occur with academic affairs and student services. They welcome input.

GEN ED – Jessica Sheetz-Nguyen's report continued from last month about the retiring of courses, cross-checks in the catalog, adding/deleting. The committee is assessing courses. After much discussion Dr. Buxton asked that Professor Sheetz-Nguyen place a copy of the gen ed competencies in each faculty mailbox and this discussion be continued at a later date. The framework is good and the faculty will then have input.

SII – Ray McCullar said a suggestion to add to the SII form (if instructors begin class on time) was not adopted. When I came to see him/her was added to the statement about the instructor being available during his/her office hours. No other changes were made.

Faculty Association by Trish Bilcik – Meeting will be next Tuesday. The proposal is being made to increase adjunct pay and also to purchase standing mats for classrooms. It was reported that the International celebration and the Veterans Day observance were disruptions for classes in the main building. A different area, such as the Union was suggested for future observances during class times.

PAC – Mendy Bergin stated the legislature is trying to get money available for the college and a letter writing campaign was suggested. There will be \$500,000,000 in lottery proceeds the governor will distribute.

ASSESSMENT – Sue Tabor announced the assessment committee plans a come and go session January 11, 2005 from 9:00 -11:00 AM for assistance with your assessment outcomes. Gloria Rogers is an expert in assessment and will be there.

Higher Education – Jane Carney attended a faculty assembly of all colleges discussing current issues that are common such as money and faculty pay. Many students are not prepared for college when they come and seems then a dumbing down is occurring. A Higher Education Day at the Capitol during Spring break was suggested.

Dr. Buxton made several announcements:

Contracts ready to be signed

There is money for books in the library

Dr. Sue Tabor is NISOD recipient from SS division

She also happily reported that Dr. Sechrist has announced approval between now and June for three new projects that affect our division.

1. new hallway carpet
2. glass doors to separate pool area
3. renovation of CU 7-8 into faculty offices

Mendy Bergin invited everyone in the division to a holiday party in her home.

Invitations and directions will be forthcoming.

Meeting adjourned as Dr. Buxton wished everyone a "Happy Holliday"

SOCIAL SCIENCES DIVISION MEETING
NOVEMBER 2, 2004
12:30 PM – 1:30 PM

In Attendance:

Trish Bilcik
Jane Carney
Dana Glencross
Thomas Jones
Wanda Roepke
Dana Tuley-Williams
Traci Wheeler

Patti Buxton
Chuck Carselowey
Ron Gray
Ray McCullar
Jessica Sheetz-Nguyen
Rick Vollmer

Jeff Carlisle
Martha George
Stephanie Hayes
Nancy Pietroforte
Susan Tabor
Cecelia Yoder

Absent:

Richard Anglin
Peggy Jordan

Mendy Bergin
Jerry Steward

John Hughes

The meeting began with a welcome from Dr. Buxton.

Ray McCullar is on a committee to study the format of the SII form.. He distributed copies of the currently used form and asked faculty to make any notes of changes they would like on the form and return it to him by Thursday and he would take those suggestions to the committee.

Dr. Buxton reported for Mendy Bergin that the Thanksgiving Luncheon is tentatively scheduled for November 18th if Health Professions approves use of their room. A sign up sheet will be in the division office shortly.

Dr. Buxton inquired if the faculty would like to have our Christmas Munchie Day during the time designated in December for the division meeting. Most thought that was too early in December. We will decide at the December division meeting.

Andrea Owrey sent a report that United Way contributions have topped \$1,024 making this almost a 50% increase over last year. Thank you for your generous giving.

Chuck Carselowey reported the IAPC is discussing Procedure 4078 for possible revision. The adjunct staffing plan is being discussed, and summer teaching load and other sessions. Beginning in Spring 6 hours will be the standard adjunct load and 9 will be for exceptions. No adjunct will be able to teach 12 hours. Science adjuncts may teach 10 hours because of the class structure. There was much discussion on this issue including the assertion that some classes might have to be canceled if the Chair's were unable to find quality adjuncts. Dr. Buxton stated that actually when we are using a great number of adjuncts in the division it helps make our case for additional full time faculty members. Chuck repeated that those with strong opinions should email him so that he could take those ideas to the committee.

Faculty Development by Sue Tabor. She said they are looking at plans for the SEM Center and new area for the Center for Learning and Teaching. An extended leave of absence for development is being discussed but a faculty member would have to have at least 10 years of service to qualify.

Curriculum Committee report by Thomas Jones. Psychology will be this week.

Faculty Association report by Trish Bilcik. Most information is available in the newsletter, The Voice. There will be no November meeting. The Association is recommending that there be an increase in

adjunct pay to bring it to 50% of full time faculty pay. Dr. Buxton reported that the Dean's are in support of raising adjunct pay.

Dana Glencross reported that GEN ED has accepted the assessment of Political Science.

Global Ed week is November 15 – 19. The flag dedication is on the 15th.

SMARTTHINKING presentation will be on Tuesday, November 9 at 12:30 in CU 3. Everyone is invited to this online tutorial for students.

GEN ED – Ray McCullar is back on this committee. Next meeting is November 11 at 12:30 in CU7.

Jessica Sheetz-Nguyen distributed information on the procedure for adding a general education elective. There are two forms and the 4.0 form is more difficult. It goes to Dean's for determinations. These are newly revised forms responding to request from faculty as to how courses are added. Dr. Nguyen says she will assist anyone who needs help with these forms.

Dr. Buxton reported that the late registration, deregistration questions are being considered with several possibilities: late fee, entire semester due when enrolling, etc.

The Retention Pond will be dedicated on Wednesday, November 10 at 1:30 PM.

Dr. Buxton introduced Dr. Traci Wheeler, Director of Recreation and Community Services.

Dr. Wheeler presented her recommendation for a Leisure Services Management Degree that would transfer to OSU, UCO, Southwestern. Dr. Wheeler presented a listing of the general requirements for this degree and has collected syllabi on all the courses. The Life Style Wellness course is required at other schools. Her department is excited about this as her staff is made up of mostly college students. She has done market analysis and there are jobs available in the corporate arena, hospitals, private, etc. OSU and UCO have this degree program. She believes that 25-30 would be good for a start up. More information will be forthcoming.

Martha George expressed thanks to Dr. Buxton for the delicious Fall Breakfast that she provided for the faculty and staff.

Jessica Sheetz-Nguyen invited everyone to join her and her students at the Oklahoma Art Museum downtown at 10:45 on Saturday. The admission is free for the group.