Social Sciences Meeting
September 25, 2013
Imiloa 122

Minutes

Present: Paul Briggs, Sarah Inouye, Kathleen French, Toshi Ikagawa, Roy Fujimoto, Ian Masterson, Frank Palacat, Barbara Briscoe

1. Social Science Department Report-Goals
   a. Psychology Position-Priority One
      i. The Social Sciences department decided that to give the Psychology position it’s number one priority.
      1. There is a tremendous need for another FT Psychology position as there are 14 sections taught this semester and only one FT person teaching 5 sections and lecturers teaching the other 9 sections.
   b. Furniture-Priority Two
      i. Social Sciences submitted a furniture request last year through the PBC. Since Social Sciences and Language Arts are both asking for furniture for their new buildings, our two departments will coordinate our requests with the PBC.
      ii. The Leeward CC Social Sciences department donated some of their classroom furniture to WCC, that could perhaps be used temporarily.

2. Discussion of Overload Policy
   a. The UHCCs do not have a specific overload policy per se with regard to amount of overload classes taught and priority of instructors (i.e. lecturers vs. FT faculty) to teach the course.
   b. The overload policy for the UH four year schools is stated in page 44 of the UHPA contract.
      i. But there are no real existing policies for the UHCC system.
      1. On 3-17-13, the VCAA very briefly discussed this issue and stated that any request for overload over six credits shall go through the Chancellor.
      2. Frank Palacat stated that is not clear at the UHCC level whether overload priority shall be given a FT faculty member when there is not a qualified lecturer available.
      3. The Social Sciences department requests an establishment of a UHCC level overload policy as well as a WCC-level overload policy. This request was also made at the May 8, 2013 Social Sciences meeting.
      ii. Paul Briggs will follow up with Karen Cho on this matter.
         1. Apparently Karen Cho has asked Academic Affairs to come with a UHCC policy regarding overload.

3. Other items
   a. Ordering of books from the bookstore
i. The WCC bookstore has consistently not ordered enough books for classes offered. This issue will be brought at the next Department Chairs meeting.

b. Hiring Committees
   i. While it was pointed out that membership in hiring committees is selected by the relevant administrator, the Social Sciences department decided to have a department discussion (at a department meeting) for selection of future hiring committee members.
   ii. The selected members at the department meeting will be department chair's recommendation to the relevant administrator.

c. IS 103
   i. IS 103 is currently listed as a Social Sciences course although it is taught by WCC counseling faculty. The decision proposed is whether to move IS 103 from Social Sciences to Student Services. Concerns were raised regarding the fact that Student Services is not an academic department and the increased reporting requirements that would be entailed.
   ii. Discussion tabled.

4. Paul Briggs will send out a draft of the Department Report soon for comment, the first draft is due on October 15.
5. Next Meeting October 23, 1 pm in Alakai 118.