Social Sciences Department  
Meeting Minutes  
September 18, 2014  
2:30 pm Naauao 112

In Attendance: Sarah Inouye, Kathleen French, Roy Fujimoto, Paul Briggs (chair), Christian Palmer (notetaker), Bobbi Carlsen, Frank Palacat, Falisha Herbic, Toshi Ikagawa

1. Acceptance of Notes from Previous Meeting  
   a. Motion, seconded and accepted unanimously by all presented.

2. Social Sciences Annual Report Overview-  
   a. The report is a summary of how the department has done in the past year. Each one of us need to look at demand indicators and how they have done. It would be good if we could get something back by Oct 1st, because the deadline is for Oct 15th for Paul to deliver the final report.  
   b. There was some discussion about how the report has changed recently. Department members asked if there is there a place in the report for some of the data around efficiency.  
   c. Kathleen has already filled in section on curriculum already. Paul can access this information from the Curriculum database.  
   d. There were questions about whether or not FAMR courses are under psychology. Because FAMR 230 is similar to a PSYCH 240 course they have been lumped together in the report. Both courses look really similar. A department member asked if we do a data analysis of FAMR to see if it is included with psychology? There were some suggestions that perhaps they should be separated. Nursing is big now, so there’s a lot of interest in FAMR. We do 12-15 courses in Psychology, the FAMR courses add onto that but there plenty of room for Psychology. Should we ask Jeff to pull out data to separate out FAMR?

3. Assessment Schedule-Can the Fall 2014 selected sources be assessed?  
   a. Course SLOs to be assessed within the next two years. Earlier there was a 6 year schedule for 20% of the courses being assessed, now it is 2 years with 25% being assessed each quarter.  
   b. What is being done in the Fall of 2014?  
      i. The following course are not being taught so they can’t be assessed: ISO 152, SOC 250, GEO 151, Social Work, Development,  
      ii. The following courses will be assessed: ANTH 200 (Christian), SOC 100 (Kathleen), PSYCH 100 (Frank), GEG 101 (Toshi), PACS 108 (Ask Ian), MET 101 (Toshi)
4. Update on Furniture and Room Usage for Naauao Building  
   a. Naauao 105 and 125: We are looking at one-person tables and chairs with casters on both, trapezoids for making clusters. Long thin classrooms so we need to keep the size in mind. Three or four people going to Systems Center in Kalihi to look at furniture possibilities. If possible we should order with language arts to save shipping. They seem to be moving faster so we’ll see what happens.  
   b. Naauao 104 and maybe 103, similar furniture but fewer of them. Possibly something different for 103. Looking for place to have an SI session in Naauao 104. One SI instructor with 10 students. For this semester, SI sessions are approved for room 104. Room 103 currently houses upward bound. We could possibly use it as a multipurpose room with Christian developing the plans for a future meeting.  
   c. Do we want to put in all of the items at once, including office furniture, lounge furniture, conference room and then see what happens or do we want to just try to furnish the classrooms? We should ask for everything else we want, including office chairs, desks, lounge area, as well as classrooms and then see what we can get.  
   d. Falisha put together a plan for lounge space, smaller tables and chairs for outside area and then modular furniture so it can be rearranged for the inside spaces.  
   e. Are white boards included? Need to include cabinets as well.  

5. Update on Psychology Position  
   a. It’s not done deal but has been approved within WCC. There are 18 positions across the CCs and we need to compete with them for these positions. Frank is working on request form that will be sent to John Morton and then we will be going forward. This could take a while because they haven’t put out a position.  
   b. Too early to think about hiring committee but it is a possibility in the future.  

6. SOCS 225 Proposal- Frank Palacat  
   a. SOCS 225 is a course for students to develop research and methodology skills. This is the only SS course that is labeled at 200 level but can count as an upper division course, it’s basically a course on statistical analysis. Worked on course context. We want to get it through. Will put on discussion board so that everyone can look at it. We can vote on it the meeting after next, 2nd meeting in October.  

7. Deactivation of SOC 250-Kathleen French  
   a. The course is outdated and hasn’t been taught in 12 years. The updated content is covered in other SOC courses. This should be coming through, examining courses in terms of relevancy and current content. We should be looking to deactivate SOC 250.
b. Motion to deactivate and then seconded. Unanimous vote to deactivate.

8. Update on Plan to coordinate Social Science Foundations Designation for ANTH and GEOG Courses with the Humanities Dept.- Christian
   a. Motion to accept plan, seconded.
   b. Discussion about ANTH 200 as nursing prerequisite and we don’t want to lose those students so we should be careful about deactivating ANTH 200.

9. Selection of Social Sciences Representative for HAP Board
   a. Christian volunteered to be on HAP board, similar to foundations courses, Hawaiian, Asian, Pacific focused courses and is subset of the faculty senate.

10. Concerns on Dean II Removal- Kathleen French
    a. Faculty Senate wanted to see if there were any concerns about the process of removing him, especially in removing him prior to December. Uncertainty about what happened that he was removed so suddenly from campus and from his position. There are questions around Human Resources Confidentiality for this issue. There’s a lot of confusion about what happened. Even if we know we can’t tell. How to comment on the process when we don’t know what is going on? The process seems very sudden but we don’t know what is going on. Problem with increasing transparency, do we want to increase the transparency when we go up for promotion and things like that. Faculty has a process for appeals but administrators don’t. Doug’s policy is that administrators serve at the pleasure of the Chancellor. There is the 360 administrative review by faculty under them. Are there other sources? Immediate supervisor also does assessment, includes a self-assessment.

11. Do We Need to Reconsider Our Meeting Time?
    a. Is there a better time? First and Third Thursday at 2:30. Motion, seconded, and voted unanimously to continue to have meetings on Thursday.
    b. Next Meeting is Thursday, October 2, 2014 at 2:30 pm.

12. Other Matters
    a. None.