Windward Community College
Minutes for Social Science Department Meeting
January 14, 2005, 3:00 pm

Members Present: Roy Fujimoto (Chair), Paul Briggs, Kathleen French, Margaret Coberly, Toshi Ikagawa, Frank Palacat

1. Reports:
   a. Faculty Senate: Paul reported on the Faculty Senate.
      i. The AA degree, Foundations Board, and the plus/minus grades were the main topics of interest at the last meeting.
      ii. Defining ‘oral communication’ included a lively debate.
      iii. Changing the terms of office for Faculty Senate Chair, Note Taker, and the Off Campus person also came up. A ballot on this issue is coming soon.
         1. Roy said we could possibly convert the three position to one position, looking at the entire leadership and revise the constitution for structural change—just an idea. Overall, Roy reminds us, the person needs to be a faculty advocate.
      iv. Handicap accommodations: what kind, if any, should we have?
   b. The Curriculum Committee hasn’t met recently, so Margaret didn’t have anything to report.
   c. Frank reported on Assessment:
      i. Does our PSDS fulfill the mission of the college? This will be a topic of discussion during the Excellence of Education on March 4th.
      ii. The Course Outcome Analysis sheet was also mentioned, as well as the need to get our goals out of the mission statement.
   d. Paul reported on Staff Development:
      i. Eight people applied for money to go to the ‘Dealing with Difficult People’ conference. Not all of them received funding (if the person already received a total of $100, they need to wait a year before getting funding again).
      ii. Staff Appreciation Day: Staff will get a voucher from the cafeteria. But how do we define ‘staff’? ‘Staff’ means not faculty or administration, in general.
      iii. Wellness Day, March 4th: A lot of activities happening that day, according to Paul.
      iv. Kathleen reported on Women’s History Month for March. Mazie Hirono will be the keynote speaker on March 17th. The month is filled with various activities (speakers, films, art displays, poetry readings and music, along with ‘Workout for a Cause’, with optional donations going to a local women’s shelter).
2. **Old Business:**
   a. Psychology/Technology initiative: bigger classes, but not a lot of information about this yet. It may be just a way to make more money for the institution. Not yet sure how it meets the needs of our students.
   b. Sociology and Geography positions, as well as the Anthropology half-time position for Fall of 2005.
   c. Social Science planning/priorities: We’ll dedicate the next meeting towards this.
   d. AY 2005-2006 schedule of classes: We are basically done with this, although some changes are okay.

3. **New Business:**
   a. Meeting schedule for Spring 2005: see attached sheet in the packet that Roy gave us—although the schedule may have some holidays listed.
   b. Social Science Student Assistant: Marcus Kiono is our man, at five hours per week. First, he will compile SS resources—information on what courses one needs, etc. to transfer. Also info. on scholarships, grants, etc., for SScience students. Frank says the binder should also have possible jobs for each discipline. Eventually, the information will include mainland schools as well. Roy will also have Marcus look for grants and external funds for the SScience and how to go about getting those funds. We should let Roy know of any other worthwhile projects.
   c. January 28th is our next meeting. Be ready to talk about personal and departmental goals during that time.

Meeting adjourned at 4:10 pm

Respectfully Submitted by Kathleen M. French