Windward Community College  
Minutes for Social Science Department Meeting  
April 8, 2005, 3:00 pm

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

I. Wish List  
a. Roy asks that Department members develop a “wish list” for videos and equipment. Think, dream, and ask BIG. Especially when we receive approval for our new building, ask for every type of resource imaginable. Also, give a copy of the requests to Roy.

II. Reports  
a. Faculty Senate: Paul:  
   i. The forum on April 15th will look at the terms of the Faculty Senate Chairs, whether they should be one or two-year terms.  
   ii. Also the new Administrative structure: John Morton at KCC is the likely candidate for the Executive Chancellor, who will report to McClain.  
b. Curriculum Committee: Margie:  
   i. No report.  
c. Assessment: Frank:  
   i. Look at the Institutional Outcomes handout. Ellen will send out an email.  
d. Staff Development: Paul:  
   i. Paul decided to Chair Staff Development next year.  
   ii. Kathleen reported that Women’s History Month went well, and that, if hired, plans to do Women’s History Month again next year. In fact, she is already planning next year’s speakers…

III. Old Business  
a. PSDS—Frank  
   i. Tabled until next time.  
b. Fall schedule for 2005  
   i. It seems that certain faculty don’t (doesn’t) like other faculty to teach a four-day teaching schedule. Thus, Paul and Kathleen had to change their schedules to appease the critics.  
c. Anthropology Binder  
   i. Roy asks that we look at the binder and decide both what’s important and what is still needed.

IV. New Business  
a. Spring 2006 Schedule of classes  
   i. Still intend to push the four-day teaching schedule. KCC does it and it works, and we have faculty here that desire that schedule as well. Fridays can be reserved for meetings and workshops.
V. **Department Discussion**

a. Department faculty members wrote down their top three goals for the Department.
   
i. Margie:
   1. Social Science Building
   2. Certificate Programs
   3. Interdisciplinary teaching

ii. Toshi:
   1. Collaborate with our grading systems so that one Department member isn’t the only instructor who fails students—be consistent.
   2. Increase student motivation

iii. Paul:
   1. Team teaching
   2. Teaching/Learning Center
   3. Building
   4. Hybrid courses

iv. Kathleen:
   1. Offer more diverse Sociology courses
   2. Service Learning related to certificate programs
   3. Distance learning classroom in our new Social Science Building.

v. Frank: (not present during this part of the meeting)

b. Here is a summary of the commonalities:
   
i. All members talked about the importance of our new Social Science Building as well as Certificate Programs.

c. Roy will type up these ideas, but keep thinking, brainstorming. We still plan to invite the Dean’s to our last meeting of the semester to present our work. And after we fill one objective, we will just replace it with the next.

VI. **Next meeting**

a. Our next meeting is on April 22nd at 3:00pm. We’ll talk about our priorities.

Meeting adjourned at 4:30 pm
Respectfully Submitted by Kathleen M. French