Social Sciences Department
Initial Meeting Minutes
Hale Alakai 118
1:00 p.m., August 16, 2011

Attended: Christine Lu, Frank Palacat, Kathleen French, Margie Coberly, Matthew O'Neil, Pam DaGrossa, Paul Briggs, Roy Fujimoto, Toshi Ikagawa

Guest: Dean Brian Richardson

1. Meeting Schedule of Fall 2011:
   - Will meet twice a month.
   - If NOT necessary to meet, a meeting will be cancelled a week ahead
   - Toshi will set up the Doodle site and sent the link out
   - Finalize the day of a week based on the Doodle results

2. 2011-12 Committee Assignment:
   - Aesthetics: Roy
   - CCAAC: Kathleen (Chair), Margie
   - Faculty Senate: Paul (Off-campus Chair), Frank
   - Foundation: Roy
   - IEC: Frank, Toshi
   - International Ed: Toshi
   - MaPSAC: Roy
   - Staff Development: Pam
   - Writing Advisory Board (WAB): Pam

   - Committee reports will be done via e-mail
   - The report should include important points explained, not just attaching minutes

3. Course Assessment:

   (1) Courses SLO assessment due on May 17, 2011

   - Ian was informed about ANTH 175L - Surf Culture Field Lab
   - Toshi submitted GEOG 102 - World Regional Geography
   - Roy is working on POLS 130 - Introduction to American Government
   - Frank will contact Bobbi about PSY 260 - Psychology of Personality
(2) Course SLO assessments due 2011—2012

- No assessment for GEOG 122 (Last offered Fall 2009, Toshi)
- No assessment for Psy 202 (WS 202) (Last offered Fall 2006, Margie)
- Falisha is informed about SSCI 193V & SSCI 293V
- May need to assess SOC 231 (Mathew) & WS 151 (Christine)

4. Progress Report and Discussion on the Building:

- Our plan was sent in during the summer 2011
- One reason for the renovation is to have more office space (Plan: 12 faculty offices & 3 lecturer offices)
- There will be 4 class rooms (plan)
- Soon we should receive response from the System Office
- Timeline: May be next Fall to start renovation

5. Annual Report Preparation:

- Toshi will inform the department when more information becomes available
- The due date is October 1, 2011

6. Other Discussion Items:

- Department has $2,680
- Create the wish list and send it to Toshi
- Sometime during this semester, we will discuss and decide departmental goals
- We will ask for a booth at Ho’olaule’a and also ask for a banner for us

Submitted by Toshi Ikagawa