

Social Sciences Department
November 29, 2007
Minutes

Attendees: Paul Briggs, Pamela DaGrossa, Kathleen French, Roy Fujimoto, Toshi Ikagawa,
Brian Richardson
Guest: Denice Kretz

Convened 3:08pm

1. Guest Resource Person: Denice Kretz, Title III Manager

- System Office – Georgette there is very helpful.
- Management – It's quite easy and doesn't take that much time. Most require annual reports.
- Grant Proposals – Some agencies are pickier than others. Denice recommends making budget proposal specific (\$X for Y GPS units vs. \$X for GPS units). The more competitive the agency, the more specific one must be and the more careful in wording. It's good to research the kind of research projects funded in the past. There is a federal database, which one can search in a variety of ways. *Denice will email this to Brian so he can include it on the website.* [NOTE: mailed 11/29, <http://www.grants.gov/>]
- Title III – \$2.5 million over 5 years. Positions funded by Title III funds are not normally re-funded by T3 funds in the next cycle. So, here they would (if continued) ideally become supported by G funds.
- Roy stated that seeking grants and other private funds will probably be necessary for securing a Social Sciences building. Denice emphasized that there IS a lot of money out there.
- University Partners position was advertised in October, but no one applied.

2. Announcement: *Dec. 13 meeting is cancelled.*

3. Approval of Minutes – *Please carefully read the minutes from August 23 to present. We will be voting on their approval at the next meeting.*

4. Reports

- A. **Faculty Senate:** approved HAP articulation and are asking questions on system wide policy on DCs. Requests comments on UH systemwide executive policy about DCs and WCCs faculty senate resolution on DC workload. At next meeting will vote on schedule review.
- B. **Curriculum** (Kathleen) – deferred until next meeting
- C. **Staff Development** (Paul) – Elizabeth is out this week. Paul has been handling current issue of funding the Christmas party. The Christmas Party committee has requested \$500 from SDC, but there is some discussion as to whether this is appropriate or not.
- D. **Institutional Effectiveness Committee** (Pam) – will meet tomorrow; primary item on the agenda is the subcommittee on simplifying AA degree assessment
- E. **Tech Vision** (Paul) – haven't met
- F. **Women's History Month** (Kathleen) – nothing to report
- G. **Common Book** (Brian) – next presentation if Feb. 5; nomination forms have gone out for 07/08

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H. **International Education** (Toshi) – Freeman Foundation Japan met and selected 1 WCC student. For Freeman Foundation China, 1 WCC student applied.

I. **DC Meeting** (Roy) –

5. Old Business

A. Schedule of Classes, Spring 2008

- Enrollment Management will be meeting on 12/6 – DCs will make an effort to prevent them from making any decisions until after Christmas; enrollment is very low right now.
- Kathleen has a potential lecturer for Sociology.
- Psychology is a bit up in the air because of the uncertainty of the DoIs; once that is resolved we can address scheduling.

B. Department Goals and Priorities (Linking Colleges binder) – Sarah Gilman had been asked to research what CCs are doing right now; she left for HPU, so it has not been done. Roy will ask Tara if she might be willing to do this.

C. Summer Session 2008 request/form – *submit to Roy if you have not done so*

D. eCAFE

There have been some problems with eCAFE including 1) scaled responses reversed part way through the survey, which we know confused some students; 2) Kathleen's survey contained the current questions as well as sample questions she was playing with; 3) response counts are for courses, rather than classes/sections

E. AACJC Team Visit – It is possible we may not

6. New Business

Castle HS Visits & promotion – How might we better catch the attention of, engage, and maintain the interest of students at these type of fairs. Brian agreed to serve as the convener of these events. *We will have a brainstorming session at Chao Phya Thai Restaurant (Windward City Shopping Center) Friday, 12/14, 11:30am*

Meeting adjourned 4:38pm.

Next meeting is 12/6.