

**Social Science Division**  
College of Letters and Science  
Minutes of Meeting on October 18, 2007

N/E 107 at 1:30

**Members:**

Franca Barricelli	COLS Assistant Dean		
Kazimierz Zaniewski	Geography/Urban Planning	HS330	7112
Kimberly Rivers	History	CF305	2451
Kenneth Grieb	International Studies	P58	1291
Darrell Tackett	Military Science	K145	3400
James Simmons	Political Science	CF425	3456
James Koch	Psychology	CF20	2303
Susan Reed	Public Affairs	CF406	7094
Peter Brown	Religious Studies/Anthropology	H303	1365
Quintin Sullivan	Social Work	S209	7180
Gerard Grzyb	Sociology	SW	2030
Elizabeth Cannon	Women's Studies	R303	0299

**Present:**

Franca Barricelli, Kazimierz Zaniewski, Kimberly Rivers, Darrell Tackett, James Simmons, James Koch, Susan Reed, Pete Brown, Quintin Sullivan, Gerard Grzyb, Elizabeth Cannon

1. The minutes of the last Division Meeting (September 20, 2007) were read and unanimously approved.
2. Cannon presented a proposal to cross-list Sociology 339/559: Sociology of the Family with Women's Studies. Sullivan proposed and Koch seconded a motion to approve the change. The motion was unanimously approved.
3. Barricelli explained a proposal to change the prerequisite for Interdisciplinary 272: Honors: The Culture Connection II. Simmons proposed and Sullivan seconded a motion to approve the change. The motion was unanimously approved.
4. Proposals to count Liberal Studies 301: Contemporary Global Issues and Problems for General Education Non-Western Culture credit and Liberal Studies 305: Religious and Ethical Values in American Society for General education Humanities credit were considered. Division members had questions about title and course description changes noted on the forms, as well as whether the courses met the requirements for General Education credit. Simmons proposed and Sullivan seconded a motion to table these proposals until the next meeting when a representative from the Center for New Learning could answer questions. The motion was unanimously approved.
5. Koch proposed a change in the Psychology program by removal of nine graduate courses:  
Psych 503: Psychology of Abnormal Behavior  
Psych 538: Adult Development and Aging  
Psych 567: Psychopharmacology  
Psych 655: Sensation and Perception  
Psych 664: History of Psychology  
Psych 665: Psychology of Personality  
Psych 673: Theories of Personality

Psych 681: Introduction to Counseling  
Psych 690: Special Topics.

These courses do not fulfill the requirements for the graduate degree in Psychology and are rarely taken by students. Simmons proposed and Sullivan seconded a motion to approve the change. The motion was unanimously approved.

6. Barricelli distributed the Distribution of grades reports (DOGS) to each chair. The reports will be generated each semester and sent to the Dean's Office, which will then distribute the forms to the chairs. There was some discussion of how this data should be used within the departments. Grzyb wondered if there is a way to get a distribution of all A and B grades at each course level and by department.
7. Barricelli noted that departments who have members traveling for recruitment purposes need to let the Dean's Office know who will represent the department before going so that their travel forms can more easily be approved. The Dean's Office will cover the expenses of one person per search for recruitment.
8. Barricelli conveyed a request that faculty requesting release time as part of their Faculty Development proposals obtain a memo from their chairs explaining which courses would be bought out and how they would be covered. The letters would be similar to those required in sabbatical proposals. The purpose is to provide a paper trail for chairs and the Dean's Office of faculty release time.
9. Barricelli reminded chairs that the Dean would like to visit departments.
10. Grzyb and Reed requested that chairs send copies of their Tenure and Renewal requirements to Barricelli to aid other departments' revisions.
11. There was discussion of which Academic Staff have voting rights within departments. Simmons responded that Academic Staff in their fifth semester of teaching at least half-time have voting rights.
12. The meeting was adjourned by mutual consent at 2:45.

Recorder: Kimberly Rivers