TO: Department of Sociology & Social Work Faculty and Staff

FROM: Amy Zlimen Ticho, Chairperson

RE: Fall 2021 Agenda for First Department Meeting

DATE: August 30, 2021

I am calling a department meeting for Wednesday, September 1, 2021 from 9:00 a.m. to 11:00 a.m. via Zoom.

**Agenda**

1. Welcome back everyone!
2. This semester’s instructional academic staff
	1. Helena Alden—teaching SOC 101 and SOC 350 on the main campus
	2. Kay Mann—teaching a section of SOC 101 in Wausau and one on the main campus, SOC 270 on the main campus, and a section of SOC 350 that serves Wausau and main campus
	3. Amy Grams—teaching SOC 101 and SOC 270 in Marshfield
	4. Lindsay Bernhagen—teaching SOC 395 on the main campus
	5. Barb Jascor—teaching SOC 333 on the main campus
3. Updates from the School office staff—Mary Clare and Laurie
	1. Clarification of roles/responsibilities
4. What cool work-related things do people have going on this year?
5. COVID expectations/protocols for the semester
	1. Classroom/courses
		1. Fall guidance for faculty and instructors ***(attached)***
		2. Seating charts and group work concerns
		3. Instructor illness/quarantine
		4. Questions/concerns?
	2. Working from home
	3. Advising
	4. Department meetings (alternate meeting time? Zoom or FtF?)
6. **Approval of the minutes of 5/5/21 and 5/19/21** ***(attached)***
7. **For Discussion/Action:** Committee Assignments for 2021-2022 ***(attached)***

*Note: Committee structure/assignments may change as we revise our department rules in relation to the new School of Behavioral and Social Science Policies and Procedures*

* Would anyone like to step out of an existing role?
* What college/university/community committees/groups are people part of this year?
1. Chair’s Report
	1. Department Newsletter—Thank you to those who worked hard on this, particularly Margaret and Kate.
	2. New Youth Programming Minor being developed by Family and Consumer Sciences and CNR—I gave permission over the summer to include SW 387 and SOC 332 in their proposal
	3. Travel funding—still unknown
		1. Congrats to Dorothy on paper presentation acceptance at the National Social Science Association Conference in San Diego on “Attitudes Toward Policing Post George Floyd.”
		2. Anyone else hoping to present at a conference this year?
	4. Scott Tappa’s resignation—we had planned to film “lightening talks” with him—do we still want to do? If so, we will need to wait for Scott’s replacement, or I can explore options for another person to film us.
2. Committee Reports/Responsibilities/Tasks
	1. Personnel
		1. Consider possible changes to merit process
		2. Personnel decisions for the year—Wendorf will inform of dates. He has not received the calendar yet
		3. Adjunct reviews needed this year?
		4. Other tasks?
	2. Social Work Program
		1. Assessment
			1. Consider possible changes to assessment protocol and potential curriculum changes given poor outcomes in certain competency areas
			2. Assessment report provided by Vera—review and discuss implications and assessment tasks for this year
		2. SAC Proposals
			1. 263—change to a 300-level course and create grad slash designation
			2. 383—change name, create grad slash designation, and change description
			3. 384—new course with grad slash designation
			4. 316—change description and create grad slash designation
			5. 361—change description and create grad slash designation
			6. 385—change name, change prerequisites, change description
		3. Transfer agreement with Nicolet College—request to allow their courses to transfer for 261 and 263
		4. Summer and Fall 2022 Timetables
			1. *Keep in mind Trauma and Resilience Certificate course scheduling—387/587 for Summer 2022 and 385/585 for fall of 2022.*
			2. *Keep in mind UWGB MSW Program scheduling needs*
		5. Other tasks?
	3. Sociology Program
		1. Assessment report provided by Vera—review and discuss implications and assessment tasks for this year
		2. Implications/planning for expansion to the Wausau campus
			1. Review/modify website, promotional materials, grad plan (HS AAS to SOC Major at WAU) to ensure accurate and representative of what we want
			2. Ensure planning for enough courses for a student to graduate with degree in SOC at WAU
			3. Press release
		3. Curriculum
			1. Consider request from administration to eliminate cross-listing—reimagining the sociology major and minor
			2. Curriculum clean-up—delete 301, 378, 390, etc
			3. Major change proposal for acceptance of SOC 351/PSYC 300 for SOC and PSYC majors
			4. Course change proposal for SOC 352 to accept PSYC 300 as an alternate prerequisite
		4. Midstate articulation agreement
		5. Summer and Fall 2022 timetables and anticipated adjunct needs
		6. Other tasks?
	4. Professional Development
		1. Tasks?
	5. Public Relations
		1. Promoting the Sociology Major on the Wausau Campus—materials, website, events
		2. Our new hallways—how to use bulletin boards/other spaces
		3. Other tasks?
	6. Student Relations
		1. Promoting the Sociology Major on the Wausau Campus—materials, website, events
		2. Our new hallways—how to use bulletin boards/other spaces
		3. Other tasks?
3. Old Business
4. New Business
	1. **For Discussion/Action**—SOC 367 Course Proposals
		1. GEP application for SOC 367 ***(attached)***
		2. New course proposal for SOC 367 ***(attached)***
	2. **For Discussion/Action**—Elimination of the Sociology Minor for Teacher Certification as requested by School of Education ***(attached)***
	3. **For Discussion**—Draft School of Behavioral and Social Science Policies and Procedures ***(attached)***
		1. How should we go about the work of revising our department rules?
5. Announcements
	1. WSA Annual Conference (David B.)
	2. Chicago Trip Update (David B. and Jess)
	3. Population Health Partnership (Maggie)
	4. Social Services Club in Wausau (Kate)
	5. MCW collaboration in Wausau—Medicine in Real Life (Kate)
	6. Sociology Internship Program (David B.)
6. Adjourn