

Arts and Humanities Division Meeting
12:30 pm, 1C3 AH, February 1, 2005

Susan VanSchuyver

David Archer

Dianne Broyles

Patricia Brooks

David Charlson

Ruth Charnay

Michael Franco

Carolyn Farris

Abbie Glenn-Allen-Figueroa

Gwin Faulconer-Lippert

Carlotta Hill

Sue Hinton

Sheri Hobbs

Inglett, Jon

Jameson, Kim

Kiersch, Fritz

McCauley, Mary Beth

McDonald, Lyn

Mary Ann Moore

Morrow, Stephen

Rochelle Mosby (covering office)

Warren Neal (sick)

Clay Randolph

Linda Robinett

Richard Rouillard

Michael Punches

Mary Punches

Mark Schneberger

Ron Staton

Pamela Stout

Alice Tillinghast

Bertha Wise

Cc: Dr. Paul Sechrist

Dr. Brenda Harrison

1. Committee Reports

Academic Outcomes Assessment-Carlotta Hill reported that the Academic Outcomes Assessment Committee hosted a come-and-go session for Faculty Development Week. At that session, a storyboard of the complete outcomes process was displayed. Also displayed was a software program demonstrated by Doug Gregory. The program showed the complete outcomes process and gave several examples of each of the steps. The Committee is attempting to acquire a license for the program so that it would be available for general faculty use. A copy is available in the Center for Teaching and Learning.

Committee members are currently reviewing program plans with program faculty and the deans.

Enrollment Issues—Sue Hinton reported the Enrollment Issues Committee has decided that students no longer will be withdrawn (or de-registered) from classes at the beginning of the semester because of nonpayment of fees. The "dump" has ended. Beginning with summer enrollment, students who sign up for a class will be required to pay for the class unless they withdraw themselves from the class. Because we

expect some initial confusion while students adjust to the policy change, the college will be asking professors to pay special attention to the attendance reports. Students who register for a class, but never pay and NEVER attend, will get a reduction in the fees they must pay the college. Professors will be asked to carefully mark NEVER ATTENDED if a student fits that category.

Entry Level Assessment—Linda Robinett reported that the Entry Level Assessment Committee (ELAC) has been evaluating our initial assessment tool, the Compass Test, to decide if we want to continue using it or switch to a new assessment called Accuplacer. There is some controversy about whether we should make a switch or just utilize different parts of the Compass.

Faculty Association-Sue Hinton reported that Faculty Association has not met so far this new year.

Faculty Development-Abbie - Faculty Development has not met so far this new year.

General Ed-Warren – The committee has not met this new year.

IAPC-Clay - IAPC is still drafting a procedural statement for Academic Integrity; this statement should be completed by our next meeting (March) and forwarded to Dr. Sechrist for his consideration.

Retention—Mark Schneberger – The Student Retention Committee has just submitted a proposal to Dr. Sechrist that would make the Foundations for Success orientation course STRONGLY suggested for students who test into only one developmental course and REQUIRED for OKC GO students. Also, the committee will be focusing on ways to retain Hispanic/Latino students at the college in reaching its Brain Gain goals and Vision.

1. Share the Plans/Requests

ART-Mary Ann – The lab will be getting new pottery wheels.

Communications Lab-Alice - The Communications Lab requested a digital lab to replace the existing listening area now used by students of French, Spanish, and ESL. It will be more user friendly for students. The availability of this technology will enhance language learning in a time when learning Spanish, as well as other languages, is imperative. A secondary request is to increase the number of computers in the lab for class use. Eight new computers will increase the total computer count to 26. This will allow professors with classes of more than 18 students to utilize the lab during class time.

FVP-Fritz

GCOM-Lyn – The Graphic Communication will be upgrading software in 1C1.

HUM-Richard – Leadership Development – We are planning to implement a Certificate of Mastery in Civic Leadership. It may require the addition of a course in readings and also a course in service learning/civic engagement.

LS-Linda Budget: Learning Skills has requested \$750 to buy textbooks that we could loan out to students at the beginning of the semester. Some students (particularly those on financial aid) do not have books for the first two or three weeks.

JB/Pioneer-Sue and Gwin - We are working on creating a second audio booth for the JB students and to compliment the Broadcast News Lab. Clear Channel has donated an audio board and we are in the process of designing the space in the old mini-lab to serve all of the students. It will allow us to offer twice as many classes to double the enrollment.

MU-Dave - The Music Department is requesting the purchase of 5 new microphones and stands for recording of recitals and concerts. In addition, we are requesting a combination VCR-DVD player for the multimedia setup in room 1C5.

TA-Ruth - Share the plans-Now that we have new equipment coming for the theatre, a new theatre tech position has been requested to help keep the theatre in good working order.

We are also requesting funds to create a traveling theatre troupe to go to area high schools for student/community outreach and recruitment.

AH and Academic Affairs-Susan: We are requesting permanent walls on the second and third floors, new Macs in 1C1, some replacement faculty computers, an increase in TAP funds and development (travel) funds, and more.

February Events

“Utilizing Classroom Multimedia Equipment” (How Do I Make This Darn Thing Work?), **WOW** Session, 3:00-4:00, 1X3 MB, Feb. 8, 2005, Tim Whisenhunt

“Engaging Online Discussions” **WOW** Session, 12:20-1:30, Feb. 10, 2005, 105 LB, Bertha

“Spanish Conversation Group” (Intermediate to Advanced Level), Fridays, 12:00-1:00, 2N3 MB, Feb. 11, 18, 25; March 4, 2005, Patricia and Dianne

“Practical Tips on Academic Advising from Faculty” **WOW** Panel Session, 12:30-1:30, CU2, Feb. 17, 2005, 5 faculty from various divisions

“Evaluating Web Resources for Learning and Teaching” **WOW** Session, 3:00-4:00, 105 LB, Feb. 21, 2005, Bertha

“Practical Tips on Informal Advising for Staff” WOW Panel Session, Faculty are invited to attend. 1:30-3:00, CU3, Feb. 23, 2005, Susan, Rochelle, and people from Financial Aid, Admissions, Student Development, Prospective Student Services

2. Other