

**Arts and Humanities Division Meeting
12:30-1:20, 1C3, February 7, 2006**

The following faculty were present:

Susan VanSchuyver	Mary Beth McCauley
David Archer	Stephen Morrow
Doug Blake	Rochelle Mosby (covering office)
Dianne Broyles	Warren Neal
Patricia Brooks	Clay Randolph
Rachel Butler	Linda Robinett
David Charlson	Richard Rouillard
Ruth Charnay (out of town)	Michael Panches
Mindie Dieu	Mary Panches
Michael Franco	Mark Schneberger
Abbie Figueroa	Nina Smith
Gwin Faulconer-Lippert	Ron Staton
Carlotta Hill	Pamela Stout
Sue Hinton	Mary Turner (not present)
Sheri Hobbs	Chris Verschage
Kim Jameson	Bertha Wise
Jon Inglett	
Mary Ann Moore (Downtown)	Cc: Dr. Brenda Harrison
Lyn McDonald (at a conference)	

1. Information Items

Branding Campaign—Susan and faculty discussed the ongoing changes and new look the college will be implementing during the next year. We have already seen the web changes. There will also be a new billboard and a new sign at 74th & May. In addition, Susan discussed with faculty that there will be new college stationery with the new logo and they will get new business cards. After July 1, 2006, our email address will change, so business cards won't be done all at once.

Next Steps—Susan discussed with faculty that the Brown Bag Sessions will be Feb. 14 at 1:30-2:30 pm in 1X3 MB and Feb.16, 12:30-1:30 in 1X3. Jim Riha will be talking about the basic technology initiative portal plans or as he calls it, the "next steps" to make Oklahoma City Community College a significant community college. Susan asked faculty to please try to attend one of the sessions but they don't need to attend both.

Arts Education Center – Susan gave faculty an update on her meetings with the architects. It has been proposed that the Arts Education Center be built just outside Entry 5 where the Arts Festival is usually held instead of at the 74th St

entry where they originally thought. The performing arts center will not be built in this first phase, but the film and video, art, and music departments will be built around the center of an open courtyard. The final plans will be submitted at the March Regents meeting. They plan to break ground for the Arts Education Center at the end of September or the first of October after next year's Arts Festival.

Equipment Removal Forms – Susan discussed with faculty the Equipment Removal Form which is a new inventory control measure whereby any equipment removed, i.e., laptop computers that go home with faculty must have completed this form and it must be available in their Division Office. Please drop by division office and pick up one of these forms, fill it out and return it to Sheri Hobbs to keep in a file in case the auditors are looking for equipment in our inventory. You don't have to fill the form each time you take your laptop home if you will indicate on the form that "you plan to take it back and forth from home to the college" and visa versa.

General Counsel—Confidentiality – Susan discussed with faculty that anytime they receive an email message that says anywhere on it, "attorney client privilege" or "Confidential", you cannot forward it. Also, anything that has to do with a student issue, adjunct faculty issue or anything to with personnel or students where human resources is involved, do not forward it to anyone except Susan VanSchuyver.

Immunization Simulation-April 26 – Susan encouraged faculty to volunteer to participate in the Immunization Simulation Scenario that will be held on campus April 26th. We are the site location for south Oklahoma City community.

Academic Affairs Reorganization – Susan let faculty know that nothing has been decided at this time. She did say that they are not considering splitting the divisions. Dr. Sechrist is determined not to create smaller divisions. It has been speculated that more administrative positions might be created; however, this is still under discussion. Susan said she would keep the division informed. She encouraged faculty to contact her if they have suggestions.

Susan announced that the Vice President of Academic Affairs position will be advertised in February and the Deans will report to the VP of Academic Affairs.

New Faculty Position Requests – Susan let faculty know that she has asked for 3 faculty positions; professor of languages (Spanish), professor of English and professor of Communication.

2. **Committee/Task Force Reports/Other Updates**

PAC-Dave Charlson reported that Dr. Sechrist is soliciting ideas from faculty and staff for making our college a significant community college.

Retention Committee – Mark Schneberger reported that the committee has only met once this semester so far and that there is a sub-group working on an emergency textbook loan procedure that would help first semester students. Mark encouraged faculty to come to Retention Committee meetings and wants everyone to know Retention Committee encourages visitors at their meetings.

Symposium—Pamela Stout reported that the Symposium faculty committee will be meeting February 8 to look over proposals from the University of Oklahoma, Northwest College and several High Schools, one Middle School and 3 adjuncts.

Essay Contest—Kim Jameson reported that they had 27 entries and that they will know the results of the Essay Contest next week. There will be 3 places. She reported they received a donation of \$400 which will be divided among the 3 place winners of the Essay Contest. They would like to work on notifying and encouraging online students to apply next year.

3. Academic Freedom and College Initiatives—How do they fit together?

Susan noted that there has been concern expressed that the College initiatives are taking away from academic freedom. When faculty sign their contracts, they are agreeing to support the College’s vision and mission, policies, and procedures. We must do what we can to support the latest initiatives to the extent that it makes sense in our areas.

Competency based education -

Global awareness -

Syllabi Requirements -

Increase retention/improve graduation rates –

4. Other

Contact Carlotta Hill regarding the Kay Edwards Scholarship

Contact Mary C. Panches regarding the Mary Ann Merz and Sharon Robinson Scholarships

Contact Michael Panches regarding the Linda Thornton Scholarship

Gwin Faulconer-Lippert thanked faculty for responding to the call for Gen Ed classes in which students will do presentations and would like for faculty to continue to let her know of classes they she can send an evaluator to as part of the gen ed assessment program for spring.

Spring Events

Choral Concerts: February 23 and April 27th, 7:00 p.m., Graceway Baptist Church

Theatre Productions: Rumors, the Neil Simon comedy, March 30-April 1; The Improv show featuring our Improv Acting students will be May 4-6.

Spring Writing Symposium—April 7, 2006

Student Awards Ceremony—April 21, 2006

Absolute Reception—12:3 April 27, 2006, CU 1 & 2

AH Division meeting adjourned at 1:30 pm.