

Arts and Humanities Division Meeting

12:30 p.m., 1C3 AH, April 7, 2009

*Update on Ruth-Ruth appreciates everyone's gifts and is still recovering.

1. Above and Beyond

Cheryl Stanford-*Safety Sign Extraordinaire*
Dianne Broyles-*Modern Languages Program Review*
Bertha Wise-*Diversified Studies Program Review*
Michael Boyle-*Music Program Review*
Greg Mellott- *DaVinci Fellows Award*
Sue Hinton-*Inductee to the Journalism Hall of Fame*

2. Committee Assignments-

(These people are rotating off of the institutional college committees)

Academic Outcomes Assessment—Pam→Bertha

ADA Support Services—Brent→Brent (another term)

Curriculum---Doug→Michael Punches

Darby→Darby (another term)

Entry Level Assessment—Mike Franco→Nina Smith

Faculty Development—Julie→Dave Charlson

Chris→Amy Wilson

General Education—Marybeth→Lori Farr

Information Technology Academic Advisory—Michael Boyle→Michael (another term)

3. Walk-up Copier-

Faculty Association requested the high speed walk up copier outside print shop. Copier has been purchased and it is now being networked. Copier has the ability to scan a document and can be saved to flash drive. You will have to have your own number to use the copier. There are 500 numbers to give out. Susan says the copier is primarily for after-hours and Saturdays. First order of preference is to use the online print shop. This is the cheapest way to make copies. Second cheapest way is to use the quick copier. Most expensive way is to use the copier in the Division office. It is okay to use the Division copier for 10-20 pages, but please use the print shop copier for major tests and assignments.

4. Budget Guesses-

This year there is a lot of gloom and doom for the budget! Budget cut might happen before the fiscal year. No personnel will be cut! There may be cut back on travel.

5. Committee Reports and Other Things to Share

Curriculum—Doug-be prepared for earlier deadlines for any curriculum proposals for the fall. Committee chairman made an announcement that there will be a deadline of three weeks before the meeting and one week for Final Draft.

Day of Peace and Justice—Stephen-Fourth year for Day of Peace Next Tuesday from 12:30-2ish in the commons area in the Cafeteria. Panel will be coming to answer questions about how to make the world a better place.

IAPC-Clay- In March, IAPC responded to the OCCC Self-Study Committee's request for five years of IAPC minutes. IAPC also agreed not to accept the Student Leadership Council recommendations concerning appeal of a grade (procedure 4030); the upshot is that faculty should continue to have final responsibility for assigning grades. Procedure 4035 (student newspaper) was reviewed and no changes were recommended. Procedure 4007 (Adjunct faculty workload) was reviewed and it was decided that the policy as is allows deans reasonable latitude in assigning workload to adjunct faculty. Thus, no change. Finally, it was agreed that any college procedure or policy reviewed should also be annotated and include the date of the review.

In the April meeting, IAPC agreed to hear a proposal at the next meeting by Dr. Cheryl Stanford concerning Procedure 4002 (faculty qualifications); the issue concerns adjunct faculty with M.Ed. with English Specialties. The committee also agreed to place on the May agenda issues surrounding the number of online courses taught by full-time faculty members.

ITAA—Michael Boyle-moving to newest version of Angel (Angel 7.4). Plan for conversion to occur between end of this semester but before Intercession starts. Mike highly encourages professors to attend Angel 7.4 WOW! training sessions on April 21st and April 22nd. Angel has a new look and new features. Please let adjuncts know that training sessions are available.

Library—Rachel Butler-Library has a new front page with a new paragraph about preventing plagiarism.

Student Oklahoma Education Association—Lori-making contacts right now. If you have students that are interested in joining have them sign up in Student Life.

6. Podcast Studio—<http://www.occc.edu/podcast-OCCC> has a studio on the third floor of the main building. Studio is where Julie, Ginnett and Jeff used to have offices. Nice, simple studio. Set up podcast with Bill Hill. Website has a list of all program areas from all divisions.

7. Selling Textbooks-Deans Counsel said you can donate your complimentary textbooks to students, student organizations, the library, or mail them back to the publisher.

8. Health and Safety Training—AH Emergency Procedures (Sign the sheet if you would like this to count as your 4th quarter training). If you don't have one of the sheets up in your office, you may want to post one by your phone. Added "move books and personal items out of sight" to make it appear that no one is in the rooms. Tornado and fire procedure-some adjuncts did not

know where the stairwells were. There are now signs directing people to the closest stairwell or safe spot.

9. Other

Dates of Note:

Art Exhibit Reception—April 10, 6:00-8:00

Student Awards Ceremony—April 17, 6:00

Retiree Reception—3:30-5:00, CU 1,2, & 3, April 22, 2009

Play Production--The Rocky Horror Show, April 30, May 1, 2 (Midnight Showing—Brent?)

Absolute Reception—12:30, April 30

Choirs--The Concert Choir, Chamber Singers and Symphonic Community Choir (with our star alto, Dianne Broyles) are combining with The Oklahoma Choral Artists and 40 members of the Oklahoma City Philharmonic Orchestra in a performance of the German Requiem by Brahms on Sunday, May 3rd at 4:00pm at First Presbyterian Church at NW 25th and Western.

Art Portfolio Show—VPAC Gallery, May 1 - May 8; Reception on May 1 6:30pm - 8:00 pm.

Faculty Recognition Luncheon—May 18