

Arts and Humanities Division Meeting

Fall Preparation and Planning Week

8:30 a.m. – 9:30 am, Wednesday, August 19, 2009, 1C3 AH

Refreshments will be provided. Bring your own beverages.

Dr Aquino welcomes everyone back for a new semester. He compliments the Division for all of its hard work after adding 45 sections for the Fall 2009 semester! Greg Gardner says the CLT is a little understaffed, but once they are fully staffed again ANGEL training will be more accessible to everyone.

I. Welcome and Introductions and Sharing Summer Stories

Susan-says it was a lonely Summer without everyone. Susan went to California to see her family. Also, her sister & nieces came to visit Oklahoma. She went to the aquarium in Jenks, OK with her niece. Her niece's favorite part of the aquarium was not feeding turtles or petting stingrays, but the gift shop!

Abbie went to Denton for a two week intensive course in Spanish Film Analysis.

Mike attended a conference International Society of Bassist at Penn State U. Went to 25 concerts in 4 days.

Chiaki took Spanish online class with Abbie Figueroa and made a good grade.

Dianne went to Portugal with her husband for six days and taught an online class while there.

Linda went to New York City with daughter Holly!

Gwin had an interesting (to say the least) radio interview American Association of Nude Recreation. Jeff Cleek heard it on the radio and complimented Gwin. Luckily it was a phone interview, says Gwin.

Bertha went to Paris with her granddaughter. The shopping was exhausting.

Carlotta had dress drama at her daughter's wedding. Ended up with wrong dress! However, the wedding went well when Carlotta saved the day.

Rachel Butler went to New England. Rode the train in Boston, stayed a couple of nights at Cape Anne.

Steve Morrow got to do Parker Palmer Summer Retreat. Thanks Rachel in the Library for Summer Reading Shelves, which kept Steve busy this Summer!

Tammy Sagastizado, adjunct professor, makes a surprise appearance. Is working on PhD.

Lori Farr fostered two children this Summer who were reunited with their mother.

II. Above and Beyond Awards-Advising Pioneers-for faculty who worked in Advising & Career Services instead of their offices this Summer semester.

Randy Anderson

Lori Farr
Mike Franco
Stephen Morrow

Amy Wilson-**Caring Heart Award**-had a student in class that could not afford to eat. Amy contacted the food bank and compiled a list of resources for students who need a helping hand. This resource is now a part of the SCL classes.

III. Announcements/Reminders

1. If you have a Tuesday afternoon or evening once-a-week class, you will have 17 calendar sessions. However, you must only meet the class 16 times. It is your choice which 16 afternoons or evenings you choose. (Thursdays-14 meetings)
2. Travel Requests—use the proper form, submit your initial request to your department director by Friday, Sept. 18 (10% cut this year in our travel funds)
3. VPAC—
 - Please keep the blinds drawn closed across the window expanse. To have more light in the room, rotate the slats to the perpendicular position, versus drawing the blinds open. This will improve the lifetime of the blinds.
 - New funding for a Computer Assisted Classroom in VPAC 127
 - Two new classrooms have been added. One is next to C. Verschage's office. The other classroom is 1D1, the old painting lab.
 - Susan estimates that the Division will not have enough sections for classes like Learning Skills, English Comp., Humanities, etc...
 - Proposal for new student "lounging" furniture
 - New Performing Arts Theater—start Nov. 2010-completed Nov. 2012
4. Pilot SII's—Volunteers? Need about five sections online & on campus for Fall 2009 Semester. Email Susan to volunteer.

Syllabus checklist-Hand in syllabus with checklist on it in labeled box in Division Office and one syllabus without a checklist for Division Office filing purposes.

Health & Safety Training: If you would like to do two Health & Safety sessions during Planning and Prep Week, you can.

You can do a Sexual Harassment Training during Planning & Prep Week as well.

Shelter in Place Drill-sessions are available. Please reference All Employee email for details.

Next Spring-Initial Attendance Report will possibly be done online.

Travel Requests due by Sept. 18th. Ten percent cut in travel funds.

*If you need instruction on how to use classroom multimedia equipment, please contact Tim Whisenhunt, Grant Draper or Mike Reeves in Instructional Video Services **during Planning & Prep Week.**

IV. Committee or Other Reports

General Education Assessment Reports and Process—Jon thanks everyone for doing a good job. The volunteer rate was high in our Division and in Nursing. Six outcomes will be done in Spring again. More information is available upon request via Jon Inglett.

Making Our Vets Feel Welcome—Marybeth reminds everyone about training session for Working with Veterans on Friday 9:30-11:00 A.M.

Library—“The Big Read” and other Updates—Rachel-National Endowment for the Arts. *Maltese Falcon* is the title for this year. New project called CAMEO Catalogs art museum images online. American History in Video-has clips available for students to use. You can find links on the Library website.

Material for students about Avoiding Plagiarism is on Library front page on the website. People can access articles through the Library off campus using Angel login.

Please Attend Opening Day, Saturday, Aug. 22, 1:00-4:00; volunteers are needed most to help students find their classrooms.

Department Meetings 9:35-10:30

Communications and the Arts—Ruth (2E1 AH)

Language Arts—Cheryl (2F3 AH)

*Susan mentions faculty should especially keep in mind this semester the influence they have on their students.