

Arts and Humanities Division Meeting
12:30, 1C3, November 1, 2005

The following faculty were present:

Susan VanSchuyver
David Archer
Doug Blake
Dianne Broyles
Patricia Brooks
Rachel Butler
David Charlson
Ruth Charnay
Mindie Dieu
Michael Franco
Abbie Figueroa
Gwin Faulconer-Lippert
Carlotta Hill
Sue Hinton
Sheri Hobbs
Kim Jameson
Jon Inglett
Mary Ann Moore
Lyn McDonald
Mary Beth McCauley

Stephen Morrow
Rochelle Mosby (covering office)
Warren Neal
Clay Randolph (absent)
Linda Robinett
Richard Rouillard
Michael Punches
Mary Punches
Mark Schneberger
Nina Smith
Ron Staton
Pamela Stout
Mary Turner
Chris Verschage
Bertha Wise

Cc: Dr. Ann Ackerman
Dr. Brenda Harrison

1. **Recognition of our Student Workers** – Student workers were introduced by various departments' supervisors (Mindie Dieu, Rochelle Mosby, Mary Ann Moore, and Ronna Austin) and served cookies. Each supervisor told a little about each student worker.
2. **FY07 Institutional Plan Draft** – Susan handed out the FY07 Institutional Plan Draft and discussed with faculty planning goals/activities/budget requests. The target due date is Friday, December 2, 2005.
3. **SII's**—hard copies and online – you should have received your SII packets by now. If you received online packets, please return them to Sheri. Also, you will soon receive the <http://> address for your online students to submit their online evaluations.

Please assist students with filling out the top part of the form to include the class synonym.

Susan will check with Janet Perry regarding Telecourse evaluations.

4. **Reorganization of Academic Affairs—Issues and Concerns** – Susan asked faculty to email her their ideas regarding reorganization and relayed to faculty that no decision has been made.

5. **Committee Reports**

Curriculum—Ruth Charnay reported that there was an Art course curriculum change and various changes from the Social Sciences division at the first meeting.

Extended Professional Development Leave—Clay Randolph was not present, but sent the following report via email:

The committee completed drafting the proposal. Gary Lombard reported last week that Dr. Sechrist has seen the report and found it to be satisfactory. Lombard thinks the proposal will be on the November agenda for the OKCCC Board of Regents.

My personal thought on the proposal is that it is excellent. I think faculty/staff in the future will benefit very much from participating. If you want specific details, please email me.

I have been told that reports on EPDL will occur this week in the IAPC. Gary Lombard will be reporting on it to the newly-formed Benefits Committee soon.

Retention—Mark Schneberger reported that they met with Tim Culver last meeting and that the Retention proposal draft is online on the I-Drive for you look over. It is named 2005Retention. If you need help locating it, contact Mark Schneberger at extension 7624.

Spring Writing Symposium—Pam Stout reported that the Book sale will be next week. Hard back books will be \$1.00 and soft cover books will be 50 cents. They will have a poetry CD for sale for \$5.00. The Call for Proposals will go out soon.

6. **Health and Safety Training-Mice in the Offices!** Mice are being spotted all over AH Division. Keep food in safe containers, preferably glass and inside your refrigerator. If you believe that you have mice, contact Sheri and ask her to send a Maximo request to have traps set in your office.

7. **Other**

Division meeting adjourned at 1:30 pm. The December division meeting will not be held since that is the day and time for the College Holiday luncheon.

Events

Tuesday, Nov.15, 12:30-1:20—Division Holiday Luncheon

Dec. 1—Music Concert, 7:00 pm, Graceway Baptist Church, 1100 SW 104th, Ron Staton

Dec. 1—Absolute deadline, Clay Randolph

Dec. 8-10—“The Best Christmas Pageant Ever,” College Theatre, 7:30, Ruth Charnay