

**Arts and Humanities Division Meeting
9:00 am, 1C3, Wednesday, January 11, 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 Punches
Mindie Dieu	Mary Punches
Michael Franco (covering class)	Mark Schneberger
Abbie Figueroa	Nina Smith
Gwin Faulconer-Lippert	Ron Staton
Carlotta Hill	Pamela Stout
Sue Hinton	Mary Turner
Sheri Hobbs	Chris Verschage
Kim Jameson	Bertha Wise
Jon Inglett	
Mary Ann Moore	Cc: Dr. Brenda Harrison
Lyn McDonald	

1. Celebrating the New Year

Stories – Faculty shared stories about what they did during break.

Vision – Susan shared with faculty how the conference she attended last fall helped her and asked faculty what they think we celebrate here at the college.

What do we celebrate? - Susan asked faculty to brainstorm and to think about what we celebrate at OKCCC? Faculty shared that we celebrate innovation, diversity, and student success.

Where do we want to grow? Susan and faculty discussed student retention and encouraging students to graduate. Susan mentioned the portal which is designed to help us grow in the area of technology and to make our lives and the lives of our students easier.

2. WOW! Activities for Spring – Susan encouraged faculty to attend, but said she understands if they can't fit it into their schedule.

Areas of Emphasis: Competency Based Instruction and Global Infusion – Susan mentioned that next fall we will be checking syllabi for course competencies and

enabling objectives. The following fall, they will be looking for global components.

3. Performance Appraisals -

Hard copy packets were placed in your mailbox in the fall; Sandy Box re-sent the forms by email recently.

Sign-Up Sheet Ready – will be ready sometime this week and will be located on top of the file drawer just outside Susan's office.

Conferences begin on Jan. 25 which is the 2nd week of classes.

Hand in self appraisals two business days in advance.

4. Paperwork -

Application for Leave – please remember to fill in dates of leave.

Outside Employment Form – this is a once a year form, so if you filled one out last fall, it's not necessary to another one.

Please hand in copies of your Syllabi, Office Hours, and Contact Info to Sheri by the end of the week

5. General Updates

We are going for the two remaining walls!!!! (3E1 & 3E2, 3E2 & 3E3). Dr. Harrison was able to find money.

Enrollment – Susan discussed that enrollment is down just a little bit, but it is thought that it will balance out.

Open Positions

FVP position – still open.

Vice President for Academic Affairs – still open.

Vice President for Economic and Community Development – open.

Budget Requests – faculty went over budget requests handout.

6. Health and Safety Training—Winter Weather – Susan handed out a copy of the Campus Safety News letter regarding Safe Winter Driving Practices.

7. Other? Special Events this Semester? Faculty will let Susan know of events that will be coming up as the semester gets rolling. Two that were mentioned included the Absolute Reception and the Spring Writing Symposium.

Meeting adjourned at 10:00 am Faculty went into their Department Meetings.