

Arts and Humanities Division Meeting
12:30 p.m., 1C3, September 5, 2006

Randy Anderson
Doug Blake
Michael Boyle
Patricia Brooks
Dianne Broyles
Rachel Butler (not present)
David Charlson
Ruth Charnay
Julie Corff
Mindie Dieu
Gwin Faulconer-Lippert
Abbie Figueroa
Michael Franco
Carlotta Hill
Sue Hinton
Jon Inglett
Kim Jameson
Marybeth McCauley
Greg Mellott
Mary Ann Moore

Stephen Morrow
Warren Neal
Brent Noel
Mary Punches
Michael Punches
Clay Randolph
Linda Robinett
Dr. Ginnett Rollins
Richard Rouillard
Mark Schneberger
Nina Smith
Dr. Cheryl Stanford
Ron Staton
Pamela Stout
Mary Turner
Christ Verschage
Bertha Wise

Cc: Dr. Brenda Harrison

Two things not on the agenda:

The first one is that they are going to advertise for the Vice President of Academic Affairs position and hope to have it filled by November of this year to start in January, 2007.

The second is that we have money allocated for Student Success Initiatives. Susan asked if faculty have ideas or proposals for student success that they email their ideas to her by September 13th. If you are interested in submitting a proposal, let Susan know who that she can get the form from Dr. Harrison to send to you.

Susan introduced a visitor to our division meeting, Trish Bilick from the CLT (Center for Learning and Teaching).

1. Report on the Arts Education Center—Susan reported that the Arts and Education Center is coming along. Both the Health Professions Building and the Arts and Education Center were supposed to go to bid in August and it didn't happen. Susan expects that the bids will go out either in September or October as it is now. It is beneficial if they go out together.

2. Susan went over the AH Student Tech Fee Request Report – the following items were approved and we will see these implemented this year:

Art—slab roller

Com Lab—student computers, ESL software, staff computers (class of 25 students will be able to meet in the Communications Lab at this time).

Staff—replacement computers for LaWanda and Sheri

Faculty—10 replacement computers

FVP—replacement equipment

GCOM—replacement Macs for 1C2, additional Macs for 1C1, printers

JB—camcorder packages; 2J6—3 Macs and video editing stations

Music—new equipment

Multimedia Equipment for 3E1, 3E2, 3E3, 2N1, and ?

Flash Drives--\$900

Susan mentioned that by January and February of next year, all the classrooms in our division will be multimedia classrooms. She also mentioned that the list above gives faculty an idea of the types of items they are funding with Student Technology Fee funds. Susan encouraged faculty to submit requests in writing to her between now and October/November.

3. AH Events Calendar and Adjunct Lunches—Ruth Charnay announced the name of their new Secretary Deborah Shuman and asked faculty and staff to drop by 2E2 and introduce themselves to her. Ruth also encouraged faculty to let Deborah know of any AH Events that are going on so that they can fill up the AH Events Calendar. The other thing Ruth mentioned was the Adjunct Lunches which will be held on a different day of the week each month. Faculty can either bring something or bring their own lunch. Ruth feels this will be a creative way for adjunct faculty and full-time faculty to get to know each other.

4. Music Recitals—Michael Boyle encouraged faculty and staff to attend the Music Recitals that will be held on September 19th (in 1C5), October 4th (in the Theatre), November 13th (in 1C5) and December 7th (in 1C5). The time will be 1:00 pm. In addition, he announced a "faculty recital" that will be held Thursday, November 16th, 7.30PM, in the Theatre.

5. Adjunct Mentors—Cheryl Stanford announced that we have 27 new adjunct faculty members this semester, so in lieu of always having full-time faculty mentor all the new adjunct faculty, she has gotten permission to ask adjunct faculty members who have been here longer to mentor newer adjunct faculty members. Therefore, this year we will have a mixture of full time faculty and adjunct faculty mentoring the new adjuncts.

6. Writing Club and Write Choice Journal—Chris Verschage thanked faculty for asking him to take over the role of sponsor of the Writing Club (vacated by Andre Love recently). He talked about the Write Choice Journal and encouraged faculty and students to attend the Writing Club meetings and learn more about the Write Choice Journal. He

also handed out faculty two information sheets on the Writing Club and the Write Choice Journal. If you have questions, feel free to contact Chris Vershage at Ext. 7140.

7. Items Under Discussion – Susan mentioned that committees will start meeting again in the next couple of weeks and she wanted to let them know ahead of time that they will be hearing about Dr. Sechrist's suggestion to change the degree plans to include an orientation class. It is proposed that this class will be required and will be for credit. Susan mentioned that more 4 years institutions have some type of orientation class than do not have an Orientation of some type. She also mentioned that statistics show that students will be more successful in completing their degrees if they understand what the college is all about.

The second item under discussion is that there has been discussion of about implementing some type of physical education classes. Generally, the classes could be 1-3 credit hour courses and could be called leisure, wellness, or life skills class (might include nutrition or personal finance). Dr. Sechrist will be visiting Faculty Association, General Education, and Curriculum Committee meetings to discuss these two ideas.

8. Other - Brent Noel mentioned that *The Larmine Project* will be performed in the theatre this month, September 28, 29th and 30th. Thursday evening, September 28th will be a free attendance for faculty and employees of the college. Contact Brent Noel if you have questions. His extension is 7246.

Mark Schneberger is looking for volunteers for the AIDS Walk October 1. If you interested contact Mark at ext. 7624.

Division Meeting adjourned at 1:20 pm

Reminders:

Global Education Conference—Let me know by Thursday if you plan to attend on Oct. 5 & 6.

Mosaic Division Days—Saturday, Sept. 16, 10:00-1:00; Tuesday, Oct. 3, 6:00-9:00—Please let Susan know if you plan to come and on what day. Mary Ann will need to make sure she is prepared with materials.

Deadlines/Events

September—Development Plans and Conferences

September 1—Outside Work Forms due to Susan—**Past Due**

September 19—Syllabi Checks in Department Meetings

August/Early September—Program faculty will meet with department chairs on outcomes assessment.

Sept. 15—Rough Drafts of FY06 Assessment Reports due to Dept. Chairs

Sept. 22—Professional Development/Travel Requests to Susan
 Sept. 27—Final FY06 Assessment Reports due to Department Chairs
 Sept. 28-30—First Theatre Production of the Season
 Sept. 29—FY06 Assessment Reports due to Susan
 Sept. 28—Curriculum Proposals due to Susan
 Oct. 14—Rough Drafts of Five Year Assessment Plans (2006-2011) due to Department Chairs
 Oct. 26—Final Five Year Assessment Plans due to Susan
 And the semester continues!!!

Curriculum Timeline FY07

- Recommendation Forms submitted to Dean.....September 28, 2006
- Forms submitted to Dean of Instructional Resources.....October 5, 2006
- Forms forwarded to Curriculum Committee Chairperson by Dean IR....October 12, 2006
- Final Forms Distributed to Curriculum Committee Members.....October 19, 2007
- Proposals considered by Curriculum Committee Members.....October 26, 2006
- Proposals to Dean (**Program Reviews conducted in Fall 2006 requiring Curriculum Committee action**)
 - Pre-Education.....February 8, 2007
- Proposals to Dean of Instructional Resources (**Program Reviews conducted in Fall 2006 requiring Curriculum Committee action**)
 - Pre-Education.....February 15, 2007
- Proposals to Curriculum Committee Chairperson by Dean IR..... February 22, 2007
- Proposals to Curriculum Committee Members.....March 1, 2007
- Proposals considered by Curriculum Committee Members.....March 15, 2007