

## **Fine Arts Minutes 11/12/2015**

**Present:** Kirk Pedersen, Carolyn Alexander, Dirk Hagner, Ron Brown, Susie Rubenstein, Craig Deines, Thomas Butler, Shari Wasson, Melissa Macias

**Absent:** Fatemeh Burnes

**Call to Order:** 4:30pm

### **INFORMATION ITEMS:**

Minutes approved for October faculty meeting.

Carolyn updated faculty on the Spring schedule: currently, we are not being asked to further increase the # of classes. The college wants us to fill the classes we are offering.

We have been asked to add one each of ARTZ-50, ARTD-99, ARTS-99 to the Spring schedule. This is so students are aware that we offer these classes.

Carolyn went over the process for submitting contracts and tracking sheets for hours: contracts must be submitted to the Chair at the beginning of the semester, and again at the end of the semester, along with the tracking sheet. The Chair is responsible for getting them to the Division.

There are classes that need to complete a full cycle of assessment before May 30<sup>th</sup> or will be dropped from the catalogue: ARTD25B, ARTD26A, ARTD26B, ARTD44B, ARTD46B. Kirk indicated that ARTD25B, ARTD26A, ARTD26B, have completed a full cycle of assessment. Dirk indicated that ARTD44B, ARTD46B have not yet been offered as classes. However, the "use of results" fields have been inputted indicating that assessment will occur once the classes are offered. Carolyn will follow up by checking TracDat to determine why these courses are still showing less than a full assessment cycle.

Carolyn went over classes that are due for parity review by May 31, 2016. Parity reviews may be submitted early.

Classes that are due for 4yr review by the end of May 2016: ANIM116, ARTC167, ARTD20, ARTS31.

Carolyn went over the instructional equipment that we have been approved for thus far.

Faculty are reminded to conduct SLOs as needed for their courses.

### **DISCUSSION ITEMS:**

Faculty discussed adjunct evaluation process.

Faculty report that they have completed the necessary adjunct and student evaluations for the semester.

**REPORTS:**

**Faculty Association:**

Report given.

Faculty voted on the 2017-2018 calendar.

New contracts will be available online soon, and in print by the end of the semester.

A new FA rep. will be needed in Fall of 2016.

**Senate:**

Report given.

Faculty discussed new proposed college mission statement.

**Adjourned:** 6:30pm

**Submitted:** Shari Wasson