



DEPARTMENT MEETING AGENDA

Thursday, November 13, 2014 4:15-5:30, Green Room

Present were: Robert Bowen, Jeff Ellwood, Tiffany Kuo, Bill McIntosh, Pro Mojica, Bruce Rogers, Gregg Whitmore, Kevin Wiley and Steve Wilkerson.

ANNOUNCEMENTS AND REPORTS

1. Congratulations to the Wind Ensemble, Symphonic Winds and the choirs for their successful concerts.
2. Upcoming concerts:
 - Jazz Band, Friday, Nov. 14th;
 - Chamber Winds, Friday, Nov. 21st ;
 - Vocal Jazz on Saturday, Nov. 22nd;
 - Percussion ensemble on Wednesday, Nov. 26th (afternoon)
 - Piano and String ensembles on Wednesday, Nov. 26th, 7:30 p.m.
3. All Mt SAC employees MUST check Mt SAC emails. All Mt SAC matters are to be communicated using Mt SAC email. It is the responsibility of the faculty member to read his/her email regularly and respond in a timely fashion.
4. Music Department's new hire proposal was ranked 23rd overall in the 2014-15 faculty search.
5. Please be aware that Arts Division meeting notes will be made available either online or in print in the future.
6. GEOs have been replaced by Institutional Outcomes. We will invite Don to speak at a department meeting in the Spring regarding Institutional Outcomes.
7. If you need to change the book order for Spring 2015, email Tiffany immediately.
8. Maintain updated records of positive attendance.
9. Be on the lookout for a Google Document that surveys your availability for Moodlerooms and SPOT training in the computer lab of the music department during Winter intersession.
10. Spring 2015 performance schedules. Aside from choral, jazz and wind ensemble, finalize your dates and let Tiffany know immediately.

2014-15 BUSINESS

1. Tiffany asked the faculty to work on a short phrase that encapsulates the music program outcome for the Mt SAC catalog.
2. SLOs and Curriculum review/revision – Robert handed out a complete list of music department offerings detailing which courses need course review/revisions and which need the SLOs to be reassessed and rewritten if necessary. The list also indicates which faculty member is responsible for each class. Only 3 courses need course reviews, but 12 need SLO reassessments. For courses which are taught by numerous teachers, the faculty member assigned to assess those classes needs to talk with each of those teachers.
3. Degree update – Robert: in progress
4. MUS 16 class re-organization – Jeff: the goal is to set standards across all MUS 16 sections in accordance with curriculum, syllabi, outcomes, auditions and jury expectation among all instruments and voice, regarding technical exercises, literature, rhythmic reading where applicable.
5. Academic Senate – Bill McIntosh will be our new Senate representative, starting in the spring semester.
6. Faculty Association update – Steve Wilkerson: The new faculty hiring list was reduced down to 25 possibilities. From the 25 on the final list, the President decided to hire the first ten positions. Music was at 23. Faculty are

reminded that all retirements announced by the end of the fall semester will be considered for replacement. This is not guaranteed for retirements announced later in the year. At the September 23rd FA Executive Board meeting, Lance Heard announced his resignation as Faculty Association President effective the end of the semester. Eric Kaljumagi will become FA President upon the aforementioned resignation and serve out the remainder of that term. The Calendar committee has drafted three possible calendars for 2016-17 (these drafts were passed around during the meeting) and input from other campus groups was obtained in a meeting on 15th of September. Our Executive Board is recommending version A, which is most like the current calendar.

7. New grand piano – the new piano has been delivered. It needs some work on the action, plus we need to purchase a lock, spider dolly and cover. The other donated Steinway, which is not in use, may be moved to Student Services.
8. Jeff's educational purchase – Jeff is recommending the purchase of a documentary video for our Jazz History course which highlights the contributions of women in jazz, something not covered in jazz history textbooks. The cost is \$400, which can come from instructional supplies. The faculty approved this expenditure.
9. Music stand purchase update – the department will be purchasing 24 new music stands for us throughout the department. All music stands will have a stencil painted on which identifies the classroom or practice room in which they belong. Old, damaged music stands will be sent to salvage.
10. Scanner update – A scanner for digitizing the music library has been approved for purchase and will arrive this academic year.
11. 2015-16 performance calendar – Major ensemble directors will get together as usual to work out their performance schedule. Directors of smaller ensembles also need to submit their proposed performance schedule to Jeannie.
12. All doors in building 2M will eventually be lockable from the inside.
13. Accomplishments – Kevin Wiley is singing the role of Pistola in Repertory Opera Company's production of Verdi's *Falstaff* in November.

Respectfully submitted,

Kevin Wiley
Accompanist/Librarian