

Theater Department Meeting Minutes  
10/7/14

Present: Matthew Burgos, Ralph Eastman & Richard Strand  
Strand called the meeting to order at 11:02 a.m.

**REPORTS/DISCUSSION ITEMS**

- Strand advised that GEOs are being replaced by Core Competency. More on the change as it is developed.
- Strand announced that SLO's for THTR 11, 12 & 17 are due by the next meeting.
- Strand checked to make sure that the Department's PIE requests reflect all its various needs.
- Strand mentioned that Loralyn Isumora will replace Liz Callahan in the Arts Division Office.
- Strand announced that WiFi is working in the Thater classroom (2T-120)..
- The faculty discussed necessary building signage to make the Department more visible to the campus community.
- Strand said that there will be a going-away party for Liz Callahan on Thursday, Oct. 16 at 12:45.
- Strand announced that faculty with an overload of 5 LHE or better are required to be on campus four days a week.
- Strand advised the faculty that, due to the new contract, they should replace all forms that are now out-moded.
- Strand announced that the use of 2T-120 for lecture classes will be increasingly rare as it is the main site of Departmental acting classes.
- Strand discussed the specific production needs of Burgos' Spring 2015 production *Big Love* with him.
- Strand announced changes in the contract now gave the Department chair 6 LHE.
- Strand reported that, should faculty miss an office hour, they can now reschedule it within the same week by contacting the Division Office.
- Strand advised that adjuncts faculty are now on a four year schedule for evaluations and they receive rehire rights after eight semesters rather than ten as occurred earlier.
- Eastman explained the new procedures for applying for sabbaticals.

Strand adjourned the meeting at 12:10 p.m.

Respectfully submitted,  
Ralph Eastman