



Arts Division Meeting Minutes February 9, 2015

Present: Robert Bowen, Steve Burgoon, Laurie Hartman, Tiffany Kuo, Sue Long, Don Sciore, Richard Strand
Guest: Rebecca Cabrera
Recorder: Loralyn Isomura

Item	Discussion/Outcome
Review of Minutes from 12/3/15	With one minor edit, Richard moved to approve minutes from the December 3 rd meeting, second by Laurie Hartman.
Debbie Boroch Educator Award	Sue invited and encouraged chairs to submit nominations for the Debbie Boroch Educator award.
Adjunct Faculty Evaluations	Rebecca will email the updated Adjunct Faculty Evaluation lists for the spring term to chairs by the end of this week.
Spring Enrollment	Sue passed around the most updated enrollment report. Fill rate percentages are down, not only in our division, but campus wide. Enrollments will continue to be monitored through the spring 2015 registration period to cancel and/or add courses as appropriate. Sue and Don will meet with each department chair next week to discuss each department's enrollment.
The New PIE Form	Don provided an overview of the new PIE form.

Respectfully submitted by:
Loralyn Isomura