

Dance Department Meeting Minutes

8 September 2015
10:00 a.m.

Present: Amy Nakamura, Karol Ritz

Call to order: The meeting was called to order by Amy Nakamura at 10:01 a.m.

- **Important upcoming dates:**
 - **Repertory concert dates** Reminder that the concert dates are much earlier this year. They are Oct. 23, 24 at 8pm and 25th at 2pm in the Clarke Theatre. Again, 2pm is a new time and should be noted. We are looking at Ben Tusher as our new temporary lighting designer since Kevin Owen has found a new job. Tech time will be shorter due to the conflicts in the Theatre. Amy is working on setting up PO's for purchasing costumes with Suzy Bazmajian.
 - **Dance Informal date** is Wednesday, December 2nd. Times are 12pm and 7pm. Reminder that this is a free event for students and their guests and will be held in the Clarke Theatre. Amy made a note to send an email to faculty about music submissions.
 - **Department meetings** Amy and Karol (full-time) will meet the first Tuesday of every month and all adjunct faculty are invited. We will also have a full department meeting on December 2nd at 2pm.
- **Evaluations:** Amy and Karol decided on class visitations for adjunct faculty. Karol will observe Pat Lefler and Jeff Hendrix and Amy will observe Lee Martino and Monik Jones. All instructors need to do student evaluations and Amy will be doing Monik's since she is probationary. Amy will send an email detailing the timeline and instructions for student evaluations. All adjunct are being evaluated by students this semester and will have a meeting with Amy to discuss the evaluations.
- **Full-time faculty hire:** Amy and Karol discussed the need for a third full time position in dance. As it stands now, we do not have enough faculty to sit on campus committees (Amy is on Academic Senate, Karol is on Curriculum and no one is representing our department on Faculty Association.) We currently have taken almost all adjunct faculty on overload and we have more than 50% of our courses being taught by adjunct faculty. Amy is pulling the necessary data with the help of Christine Ojeda to complete the full time faculty request.

- **Repeatability/Courses Related in Content:**
 - Amy and Karol are still working on communicating with Michelle Sampat in Curriculum regarding the dance department courses related in content. We have explained the many issues that students were having with enrolling in classes that were required in order to complete their certificates due to the groupings we had created in 2013 for courses related in content. The new grouping for courses related in content has been submitted.
 - Again, Amy has posted the current approved courses related in content in each of the classrooms, on the call board, and encouraged faculty to educate students on their impact. Unfortunately they are not listed in the catalog and it is retroactive so any prior courses the student has taken count.
- **Curriculum:** Amy and Karol will be making the necessary changes to the modifications of the courses that are up for 4 year review.
- **ACDFA:** The Repertory Dance Company will be attending ACDFA this year at California State Los Angeles. We will be taking the guest faculty piece by Marissa Osato and a student piece by Rachael Ward. Amy submitted a STARS to cover the registration of the event.
- **Board Approval:** Amy is currently submitting paper work to hire master teachers and guest choreographers for the Rep concert and master classes in 2015-2016.
- **Announcements:** No announcements at this time. The next department meeting will be October 6th.

Adjournment 11:02 a.m.

09/8/15