

Dance Department Meeting Minutes

4 November 2015
8:30am

Present: Lee Martino, Amy Nakamura and Karol Ritz

Call to order: The meeting was called to order by Amy Nakamura at 8:34am

- **Curriculum:** Amy and Karol discussed the courses that will be due for 4 year review and will be working on those courses in the coming months. They are also in the process of prescreening DN-T 27, 28, 29, 30, 32, 33, 34 and 38. Amy is working with Michelle Sampat on the rationale that was that changes the original co-req to an advisory (DNCE 2, 14B and 12B) for DN-T 38 that we discussed in last month's meeting. Karol is also providing reports from Ed design meetings at the Division meetings.
- **Concerts:** Lee and Amy thanked the instructors for informing their classes about the Fall Repertory Dance Concert 2015 dates and ticket information. They also thanked the choreographers and congratulated them on their works. She also reminded the faculty to announce to their classes the day and time of the Informal Dance Concert this year. It is Wednesday, December 2nd at 12pm and 7pm.
- **Faculty Obligations:** Amy reminded the faculty that all classes must begin on time and end on time, with no early release. If you are out sick, you must notify the division office at 4630 and the department chair as well as signing an absence form and turning it into the division.
- **ACDFA:** The Repertory dance company will be attending ACDFA this year at California State Los Angeles in mid-March. We will be taking the guest faculty piece by Marissa Osato and a student piece by co-choreographers Rachael Ward and Krystal Masteller. Both pieces will be adjudicated and students will take four days of classes. This is a great opportunity for the students interested in transfer to meet students and faculty from the four year institutions with strong dance programs.
- **Budget:** Amy asked that faculty please submit requests for Spring master classes by December 1st 2015. Checks for choreographers from Repertory will be mailed out this month.
- **SLO's/PIE:** Amy passed around the SLO rotation schedule and asked faculty to please keep documentation of course embedded SLO's that we

are running so the data can be inputted into the system. If you have data completed please turn it in to Amy asap.

- **Evaluations:** Amy reminded faculty that instructor evaluations should be nearing completion. If you are being evaluated by students, you will have a meeting with Amy at the end of the semester to discuss the evaluations. A form was passed around to sign up for convenient time slots to go over the summaries of the evaluations next month.
- **Scheduling:** Amy informed faculty to please be thinking about Summer and Fall 2016 schedules as they will be due starting in January. We will be offering the same amount of classes as Summer 15'.
- **CSUF connections:** CSUF has a new Dean who was a colleague of Amy's at Chapman (and a Rep choreographer many years ago.) He is very open to fostering a connection between our schools and along with chair person Debra Noble, they have begun to reach out to us. They hosted a Dance Day last month that 10 of our students attended. They have also sent their audition dates for the year for us to post. Michelle, Amy and Karol all attended CSUF and are able to counsel students on the program.
- **Spring Textbook orders:** These are due on November 20th. Please make any changes to existing textbooks and submit to Amy by November 14th.
- **Academic Senate:** Amy reported on senate information/upcoming votes.

Adjournment 9:34am.