

**Kinesiology, Athletics and Dance****Minutes****Division Team****Thursday, March 6, 2014****10:30 a.m. Division Office 45****ATTENDANCE:**

X	DEBBIE CAVION	X	JOE JENNUM				
X	AMY NAKAMURA	X	MARC RUH	X	CHRIS JACKSON		
X	CHRISTINE OJEDA	X	DOUG TODD	X	LIZ WARD		

MEETING BEGAN AT 10:30 A.M.

Item/Comments	Outcome
Checking-In/Time Constraints – Everyone	
Welcome	
Review and Approval of Minutes	Approved
<b>Reports</b>	
<b>Chris Jackson– Aquatics Coordinator</b>	
<ul style="list-style-type: none"> <li>Bulkhead got resurfaced, 2 week down time over Christmas break, during that time the plaster cracked around all of the inlets and new plaster had to be applied and worked out well.</li> <li>Swimming and diving season in full swing <ul style="list-style-type: none"> <li>Hosted 30 teams in the 29<sup>th</sup> Mt. SAC Collegiate Invite Men 1<sup>st</sup> Women 4<sup>th</sup></li> <li>New format this year</li> <li>Many records broken</li> </ul> </li> <li>HS Invitational series starts soon <ul style="list-style-type: none"> <li>Winterfest: March 14-15 expecting 1400-1500 swimmer from Nor Cal, San Diego, Central Cal and local schools</li> <li>Spring Meet of Champions April 25-26 expecting 1700-1800 swimmers from Nor Cal, San Diego, Central Cal, Nevada, and Local teams</li> <li>Both meets are the largest of their kind in the western United States and 2<sup>nd</sup> and 3<sup>rd</sup> largest in the country respectively</li> </ul> </li> <li>Hosted Olympic Development Program for Coastal Cal Zone women's water polo on Sunday March 2</li> <li>Hosting US Navy in pool Friday March 7 for swim training</li> <li>Hosting flight Team Training April 4</li> <li>Hosting So. Coast Conf Championships April 17-19</li> <li>Summer swim camp taking shape (7 week program) working out some details now</li> <li>Summer swim lesson program is developing. Finishing some of planning phases now and will in the hiring and training phases soon</li> </ul>	

<ul style="list-style-type: none"> <li>○ Finishing up our purchasing now for the summer</li> <li>• Storage covers for the half wall have been repaired and installed, should get another 2 years from them before they need to be replaced</li> <li>• Regular facility maintenance is in good shape</li> <li>• Working on getting issues to div office <ul style="list-style-type: none"> <li>○ Power outage exposed some issues as they relate to the pool <ul style="list-style-type: none"> <li>▪ No emergency lighting in the pool area – place a work order to fix</li> <li>▪ Illuminated exit signs with auxiliary power source need to be installed in locker rooms and classrooms – bad batteries</li> </ul> </li> </ul> </li> <li>• Joe Jennum is looking into designate part of the locker rooms for aquatics team rooms</li> <li>• Joe asked that Gabe be included on emergency info.</li> <li>• Have Gabe check locker room lights.</li> </ul>	
<b>Christine Ojeda - Classified Staff Rep</b>	
<ul style="list-style-type: none"> <li>• Christine to schedule a classified meeting.</li> </ul>	
<b>Amy Nakamura – Dance Department Chair</b>	
<ul style="list-style-type: none"> <li>• High School Dance Day – March 12, 2014 300 students from 6 schools will be attending.</li> <li>• Spring Repertory Concert May 16-18<sup>th</sup></li> <li>• Class size committee rejected 2 dance class submissions. Amy still working on getting a few classes added to the certificate.</li> <li>• Repeatability is still an issue.</li> <li>• Amy will work with Jason Chevalier on a resolution that was brought up by Cabrillo College on repeatability.</li> </ul>	
<b>Chris Jackson and Liz Ward– Kinesiology Co- Department Chairs</b>	
<ul style="list-style-type: none"> <li>• Spring Growth – Classes added</li> <li>• 4 Year Review – curriculum passed out to faculty whose classes are up for review.</li> <li>• Summer Growth – 13 classes added / Wellness center hours added/ dance classes to be added</li> <li>• Kinesiology AA-T Transferable degree – needs updating with chemistry and bio. Chris and Liz have meetings scheduled with department chairs from those departments.</li> <li>• Online Math – Chris has a meeting with Shane to go over online math</li> <li>• Softball Hire – paper screening almost complete with interviews coming up.</li> <li>• Faculty Handbook – Liz working with Christine on updating and making corrections.</li> <li>• New Calendar proposal for the 15-16 academic year</li> </ul>	
<b>Special Events - Doug Todd</b>	
<ul style="list-style-type: none"> <li>• Track stripping for state meet</li> <li>• Food service conflicts with special events – Meeting to be set up with Mike Gregoryk to go over contracts.</li> </ul>	
<b>Assistant Athletics Director – Marc Ruh</b>	
<ul style="list-style-type: none"> <li>• Academic Task Force <ul style="list-style-type: none"> <li>○ Coaches want to be able to communicate with academic counselors on red/grey shirt conversations they are having with student athletes. When student is advised along that path, please loop in coaches.</li> <li>○ Student Athlete handbook</li> <li>○ New NCAA rules (academic and transfer) to coaches for posting</li> </ul> </li> </ul>	

- Exit survey
- Student athlete recognition. Chris Gunawan M Swim CCCAA Honor Roll Student
- Scholarship aps no being collected for exit scholarships
- Student athlete advisory council – getting back on track.
- Code of Conduct meetings – possibly changing the how the meetings are held.
- Summer 2014 start dates – coaches should be getting info to Debbie
- Facilities needs report -
- Development committee – Bill and Marissa working on donations.
- Hall of Fame – Working on next year's class.
- Athlete of the month
  - CCCAA Edward Sanchez M Swim Nominated
  - Campus

Sports information: Collecting KIN X class rosters now to add to our SI Lists

## Administrative Reports -

Joe Jennum and Debbie Cavion

### Administrative Reports

- Evacuation drill – Remind faculty about March 18 drill.
- Classified recognition – send out an announcement to remind faculty about classified nominations.
- Emergency preparedness March 18<sup>th</sup> between the hours of 9-12 our facilities are buildings 3, 27, 45 and 50G. No emergency lighting in 50G. Will have Taylor check for exit signs, locker room and restroom emergency lighting. Also give him a reminder to check twice a year.
- Department Chair
  1. Syllabi – emails to those that have not turned them in.
  2. SLO's -
  3. Office hours – Full timers need to post and have a division data base created.
  4. Scheduling/Rollover
- Contact info
- Softball hiring committee
- Growth – class growth, taking a look at rotations for summer and winter and find out what our high need classes are.
- Shade structure – On March 17 the outside shade structure will go up. The WIN and Dance will be impacted.
- Debbie thought maybe the pink sheet should be brought back.

### Adjournment

Meeting adjourned at 12:00

### Future Meetings

- **Classified Staff:** TBA
- **Department Meeting**
  - Athletics – March 28<sup>th</sup>, April 25<sup>th</sup> and June 6<sup>th</sup>
  - Kinesiology – Immediate following the athletics meeting.

<div>Dance - March 12<sup>th</sup> @7:30 am</div> <ul style="list-style-type: none"><li>• <b>Division Team – April 10<sup>th</sup> @ 10:00</b></li><li>• <b>Special Events</b></li></ul>	
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