

Kinesiology, Athletics and Dance**Minutes****Division Team****Tuesday, November 18, 2014****10:00 a.m. Division Office 45****ATTENDANCE:**

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

GUEST:

EXCUSED: MARC RUH/ DOUG TODD

Item	Comments/Outcome
Checking-In/Time Constraints – Everyone	
Review and Approval of Minutes	Approved via email – hard copies provided
Reports	
Aquatics Coordinator Chris Jackson <ul style="list-style-type: none">• Water Polo done recap – Women finished 3rd in SoCal's• Shifting focus to swimming – begin prepping for swimming• CIF Wednesday Nov 19th – ready to go• Hosting So Cal 2015 – Men and Women water polo the 2nd week in November. Pasadena hosting State. Future planning meeting needs to take place to go over the details. Third place trophy needs to be ordered prior to the event.• Employee wellness program – having the pool available for employees during lap swim. KC wrote a proposal to the president the cost of having a life guard on duty during that time. The cost is figured out by hourly rate of \$12.00 an hour, which will bring the total of \$600.00.• All comers meet in December 6th – Meet will be small and go quickly. It's an open swim meet. When sending out information on the meet all rules must be clear for athletes.• Deck maintenance in December- No definite dates yet. Contractors have been out.• Water Polo clinics proposals coming from Germany	
Classified Staff Christine Ojeda <ul style="list-style-type: none">• Department and Advisory minutes need to be sent to Christine. – The division office will now be uploading minutes to the main website.2	

Dance	Amy Nakamura
<ul style="list-style-type: none"> • Informal Dance presentations Dec., 3 at 12pm and 7pm. Department meeting will be held in between informal. • Evaluations – adjunct working on them • AA-T course matriculation to CSU's – working with Liz. Amy wants to make sure standalone classes will not be issue. Amy would like to meet with Joe to go over certificates classes. • Amy created new families for dance classes with a little more detail. Waiting for approval. • Updating the website – needs major work, pictures, glitches, spelling, gallery of pictures and faculty tab. Amy will make an appointment to meet with Ani. 	
Kinesiology	Liz Ward
<ul style="list-style-type: none"> • Adjunct Evaluations due by this Friday – New process for our division. Making sure to follow the contract guidelines. • Student Evaluations summary • Final stages of Probationary Faculty – need committee team members to turn in their assignments. Liz will send out reminders. • Spring Book Requests – went out to faculty • AA-T KIN – Articulation Agreement – Liz is working on it. She did send information to Joe and Debbie via email. • AA KIN emphasis – Leave as is. WebCMs needs to be checked to see where the status of classes are. 	
Special Events	Doug Todd
<ul style="list-style-type: none"> • Footlocker – Hosting Foot Locker Cross Country Championships 1st Saturday in December 2014. Registration going well. • CIF Finals this Saturday, November 22, 2014. Doug will be coordinating with Event services because Cross Country coaches will be in Fresno during this time. • Cross Country Invite ended well. Chips still need to be collected. Doug is working on a process and policy for next year. 	
Assistant Athletics Director	Marc Ruh
<ol style="list-style-type: none"> 1. Teams <ol style="list-style-type: none"> a. M W XC both teams finished 1st in SCC and 2nd in So Cal, State Championships this weekend in Fresno b. WWP 3rd in So Cal, 2nd in SCC 2nd consecutive year without a regular season Conf loss. Congrats c. MWP, Finished 2nd in SCC d. M W SOC in Regional Playoffs – Men tied for 2nd in conference and Women took 2nd in conference. We will be hosting State Soccer Championships 	

- e. Football in playoffs starts Sat at Fullerton (Yorba Linda HS 1:00 pm)
- f. Wrestling in Dual team State Championship match Sunday Nov 23 at Fresno!
- g. W VLYBL currently 2nd in SCC, playoff pairings upcoming
- h. M W BSKTBL starting seasons off great
- i. W GLF finished season 5th in conf.
- 2. Alumni Day 2015. Looking at a date...suggestions
- 3. Branding
 - a. New door marking for bldg. 45
 - b. Inspirational quotes on walls for bldg. 45
 - c. Baseball tunnel entrance graphics
- 4. Construction
 - a. ACE
 - b. Baseball field renovation
 - c. Pool, possible deck repair (concrete or coating)
- 5. Student athlete advisory council
 - a. Meeting regularly
- 6. Code of Conduct meetings
 - a. Spring make up meetings. Dates, locations, times?
- 7. Hall of Fame
 - a. Sat Feb 7 at Pacific Palms
 - Planning moving along, still much to do
- 8. Heritage Hall
 - a. Submitted first draft of master plan development proposal

Need to discuss that and make adjustments so we can submit proposal to Universal Exhibits ASAP

Administrative Reports – Joe Jennum/Debbie Cavion

- Evaluations (Adjunct & Probationary)
- Instructional Supplies – has been sent out.
- Instructional Equipment – currently all but 2 have been processed. Suzy is working and keeping track of them. Faculty need to be reminded that they need to put future requests in PIE. Liz did ask faculty to bring 2 PIE items to the next department meeting.
- Construction – Finalizing the details of the Athletics complex for example: interiors and a timeline of demolition. Parking is something that will be looked at as well.
- AAT – Articulation – Both department chairs (Liz and Amy) are working on it together. Due May of 2015.
- PIE Planning – have PIE cards made up for faculty. This will help them with notes for PIE. This will also help with scheduled

<p>maintenance monies that are given out.</p> <ul style="list-style-type: none"> Curriculum/Degrees/Certs – KIN 40/41 transition. Need to meet during winter to review for the Personal Training certificate. Future Divisional planning/other – Positions. Replacement faculty member and have a new brochure created. Joe will talk to Irene about adding an assistant to help department chair with evaluations. SLO's During an event at one of our facilities that was rented out to CIF a person had a heart attack. The division office was not notified. Joe is hoping that better communication from security or event services will be more open. 	
Announcements	
MEETING AND EVENT DATES <ul style="list-style-type: none"> CLASSIFIED STAFF: TBA DEPARTMENT MEETINGS: <ul style="list-style-type: none"> Dance – December 3rd 1:30-3:00 pm Athletics – November 20th @ 6pm Kinesiology – Immediate following the athletics meeting DIVISION TEAM: DECEMBER 8, 2014 11:00-1:00 (INFORMAL) SPECIAL EVENTS: 	
Adjournment	
<ul style="list-style-type: none"> Meeting adjourned at 11:20 am 	