

Arts and Humanities Division Meeting
Tuesday, 12:30-1:20, October 4, 2005, 1C3

The following faculty were present:

Susan VanSchuyver
David Archer
Doug Blake
Dianne Broyles
Patricia Brooks
Rachel Butler
David Charlson
Ruth Charnay
Mindie Dieu (not present)
Michael Franco
Abbie Figueroa
Gwin Faulconer-Lippert
Carlotta Hill
Sue Hinton
Sheri Hobbs
Kim Jameson
Jon Inglett
Mary Ann Moore
Lyn McDonald
Mary Beth McCauley

Stephen Morrow
Rochelle Mosby (covering office)
Warren Neal
Clay Randolph
Linda Robinett
Richard Rouillard
Michael Punches
Mary Punches
Mark Schneberger
Nina Smith
Ron Staton
Pamela Stout
Mary Turner
Chris Verschage
Bertha Wise

Cc: Ann Ackerman
Dr. Brenda Harrison

1. **Employment Opportunities**--Linda Fay spoke to faculty again this year about employment opportunities for students. She reported that the college did really well in placing students in jobs this past year. She not only places students in full-time jobs, but works with students to assist with part-time employment and internships, paid and unpaid. She handed out a magazine, CDs and several other materials relating to employers and student job placement. The Job Fair will be Wednesday, March 8, 2006 this year. She will be doing a workshops Tuesday, February 21, 2006 on resumes and interviews on February 28, 2006. She encouraged faculty to contact her if they have questions.
2. **Handouts** – Susan handed out the following materials to faculty. Faculty discussed and asked questions.

Going Forward Grant Proposal
Annual Report and Academic Plan
Course Equivalency Project Overview

3. **Academic Major Confirmation Initiative**—Mary Turner reported that Student Life is encouraging students to come by and do a degree check, request a faculty advisor, and confirm their degree plan. Students who do this between now and October 21, will be entered into a drawing for a \$50 gift certificate at Wal-Mart.
4. **Global Awareness** – Michael Panches, Chair of the Global Awareness Committee, spoke to faculty about infusing global awareness into faculty courses. Michael gave examples of how he incorporates a global awareness component into his CWI class. Susan explained the difference between a course component and a course objective. The college wants to infuse global awareness into your course by implementing a global component. In other words, we want to try and get the idea across to our students that the world is bigger than your own back yard. Michael reported that the Global Awareness web-site will be up in 4 weeks. If you have questions, please contact Michael Panches.

Michael asked faculty to fill out a Global Awareness survey during the meeting. Susan suggested that faculty think about what they are doing right now in their classrooms that might have a global component.

Emphasis for spring – We would like to have global components in all appropriate General Education courses by next fall. It is not a requirement for fall at this point, but Gen Ed courses should have global components in their syllabi for fall unless you have discussed it with Susan.

5. **Committee/Task Force Reports -**

Graduate Alumni Survey—Jon Inglett reported that the Graduate Alumni Survey is being revised and will be submitted to alumni every six months instead of once a year. Also, the committee is working on a plan to allow various programs to create their own questions to be mailed with the survey.

Retention—Mark reported the Committee is going to meet at 1:00 pm, October 28, 2005 in the College Board Room to present the college wide retention plan including the 7 action plans and all faculty and staff are encouraged to attend.

Spring Writing Symposium—Pamela Stout reported that the planning committee has held its first meeting and decided on the theme, "Transitions," for this year's event, which will be held Friday, April 7, 2006. The two fundraisers are the Book Sale, in held November, and a CD of original poetry read by faculty, staff, and students. Donations for the sale should be dropped off in the AH Division office. Those wanting to participate in the production of the CD should contact Pam Stout or one of the members of the planning committee.

WOW—Susan reported that WOW attendance is about the same this year as it was last year. The deadline for submitting a proposal for a WOW workshop is October 20th.

Academic Outcomes Assessment Committee – Carlotta Hill- In order to gather data over time and to look at trends, it will be necessary for each program to measure at least one outcome (the same outcome) every year over the next five years. Programs should measure other outcomes in that span of time, but at least one should be a constant.

The Academic Outcomes Assessment Committee is designing brochures to help raise awareness of outcomes assessment: one for faculty and one for students. The Committee is asking for suggestions regarding information that should go on the brochures. Models of the proposed brochures are available through Academic Outcomes Assessment Committee members (Carlotta Hill, Mary Panches, and Susan Vanschuyver)

6. Development Plans Wrap-Up – Susan reported she enjoyed meeting with faculty and going over their development plans with them

7. Other

Arts and Humanities Division meeting adjourned at 1:30 pm.

The next Division meeting will be Tuesday, November 1, 2005.