**Meeting Minutes**

October 13, 2023, 2:00 PM

Music, Art, and Theatre Department Meeting

Minutes taken by Dr. David Gomez

Faculty in attendance:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Present** | **Absent** | **Excused** | **Guest** |
| Stuart Brown | ✔️ |  |  |  |
| Steve Chase | ✔️ |  |  |  |
| Scott Courtney | ✔️ |  |  |  |
| David Gomez | ✔️ |  |  |  |
| Nathan Harper |  |  | ✔️ |  |
| Dahye Kim | ✔️ |  |  |  |
| Mike Molloy | ✔️ |  |  |  |
| Ruben Olguin | ✔️ |  |  |  |
| Kelly O’Neill | ✔️ |  |  |  |
| Lambertus Van Boekel  | ✔️ |  |  |  |
| Monique Harrington |  |  |  | ✔️ |
|  |  |  |  |  |

1. **Opening**
	1. Attendance
	2. Approval of minutes
2. **Business**
	1. Department meetings are every 2nd Friday at 2 PM in L-119B. The time was set by VPAA office.
	2. Monique Harrington was invited to discuss learning assessment.
	3. Susan Hoeben Fine Arts Advising was sick today and not able to attend out meeting.
	4. Arts website (Steve Chase).
	5. Office PC functionality (we need specification of machines).
	6. Reminder Open House is on Monday, October 16, 2003 from 3-6 PM in U-102
3. **Information Items**
	1. No meeting in November.
	2. Dr. Kim is interested in a collaboration with Music and Art at Big Arts. She will be reaching out to Dr. Courtney, since she is requesting a jazz band collaboration.
	3. Office hours: A reminder to be available for your students in your assigned office hour times.
4. **New Business**
	1. BAS digital arts update (Ruben). It was advised to visiting the Teams website. There was also a list of proposed courses distributed.
5. **Updates**
	1. Music
		1. Recruitment efforts.
		2. Audio department recording concerts.
	2. Theatre
		1. Peter and Starcatcher production opening soon.
	3. Digital Arts
		1. Work study students.
		2. Funding for cameras for students is needed.
		3. We need specs for office computers for Dig-Arts faculty
	4. Fine Art
		1. Berry’s mural project has been approved.
	5. Assessment discussion with Monique Harrington
		1. Faculty selected the following operational goals.
			1. Move BAS degree forward.
			2. Develop a policy for the use of AI within VPAA department.
			3. Increasing the visibility of the VPAA department.