**Humanities Department Meeting**

| **Date:** | **February 14, 2025** |
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| **Time:** | **2:00 - 4:00** |
| **Location:** | **Zoom:** [**https://fsw.zoom.us/j/82804330966**](https://fsw.zoom.us/j/82804330966) |

| **Faculty Member** | **Present** | **Absent** | **Excused** |
| --- | --- | --- | --- |
| Anna Ciamparella | **X** |  |  |
| Michael DeMoran | **X** |  |  |
| Monique Harrington | **X** |  |  |
| Monica Krupinski | **X** |  |  |
| David Luther |  | **X** |  |
| Mike McGowan | **X** |  |  |
| Myriam Mompoint | **X** |  |  |
| Elijah Pritchett | **X** |  |  |
| Henry Rownd | **X** |  |  |
| Les Sutter |  | **X** |  |

1. Approval of January minutes
2. Books–BibliU had the wrong info for Spring (Fall was ok)
   1. Faculty will check with Bookstore at the beginning of each semester to verify information
3. Andy Hahn – advising addressed questions about Gen Ed core and elective courses as well as provided information regarding publicizing new course offerings. Also, we discussed Adaptive Services referrals. Students must seek accommodations themselves, since their 504 plan information from high school is not available to us.He offered to come back at any time.
4. Mentor form submissions due by April 30, 2025
5. Simple Syllabus Masters: Dr. Krupinski will enter all HUM and PHI textbook information on the Master shells for Summer (and Fall)
6. Faculty had a long discussion on best practices for tracking attendance in real-time. Whether the Canvas Attendance feature is used or not, it was determined that students should have access to their attendance record and grade before the end of the semester.
7. Online course revision for 2210. Faculty were asked to have revised and optional additional links to Dr. Krupinski by the end of Feb for their assigned chapters and by the end of March for their new assignments and discussions.
8. Dr. Harrington and Prof Demoran discussed their ongoing work in creating a survey for students regarding their use and knowledge of AI. Prof. Demoran shared a preliminary list of questions.
   1. We will meet together with the Department of Fine Arts in March to compare policies and survey questions.
9. Information items:
   1. Change to Add/Drop period in Fall: Four days after the semester starts