****Department of Humanities and Fine Arts**

**Meeting Minutes**

**Date:** November 17, 2017, 10:00 a.m.

**Location:** Edison/Lee campus

**Chair:** Dana Roes

**Minutes:** Michael McGowan

|  |  |  |  |
| --- | --- | --- | --- |
|  | Present | Absent | Excused |
| Brown | X |  |  |
| Chase, S | X |  |  |
| Chase, W  | X  |   |  |
| Doiron  | X  |   |  |
| Hoover | X  |   |  |
| Lublink | X |  |  |
| McGowan | X |  |  |
| Mompoint  | X  |  |  |
| Pritchett  | X |  |  |
| Roes  | X |  |  |
| Sutter |  X  |  |  |
| Smith  | X  |  |  |
| Swanson  | X |  |  |
| Molloy  | X |  |  |
| O’Neil  |  | X  |  |
| Guests |   |

1. Opening
	1. Call to Order: 10:00 a.m.
	2. Attendance taken
	3. Approved Minutes from August 2017
		1. Toga Party on 11/14, not 11/30
2. Information items
	1. Travel updates:
		1. Russell and Elijah went to Baltimore
		2. Stuart’s play closed; went well (good performances)
		3. Mike’s working to make connections in the area (Russell offered “Fifth Avenue Films”)
		4. Tom’s students will do well: come on out!
	2. New classes for spring to plug: we discussed how to get the word out about these classes, including changing the name of the class when they sign up for it, or developing our own website, or using handouts/Canvas announcements. Or we could do it by professor: specialty, classes, etc. (Wendy will get Kelly to do it.)
		1. Asian Humanities (Dale)
		2. Honors Jazz (Tom)
		3. Film and Philosophy (Mike) – check out Canopy for this class
		4. All HUM classes (except 2020) are online (Elijah)
	3. Faculty lines
		1. Dr. Teed asked, so we requested Humanities and Music
		2. Dana needs more info for a “technical theater” person (split post)
	4. AS on the horizons and BFA: real talks have started
	5. Upcoming Events (Concerts, exhibitions, theater)
		1. 11/21: Jazz concert at 7:30 (free)
		2. 11/28: Orchestra and choir concert at 7:30
		3. 11/30: Concert Band
3. Discussion items
	1. SOS via Phones: Joe van Gaalen will tell us
	2. Adjunct classroom observations: Sarah asked the department how they do the forms. Some of the ideas…
		1. List positive aspects on the forms, too, not only negative
		2. With the “box checking,” we might not need a balance on the boxes: “needs improvement” is only for severe cases. Talk to Dana and Dr. Teed about cases where there’s concern.
	3. Plagiarism: there’s a way to track how often a specific student is plagiarizing. It’s in the Student Code of Conduct area of the FSW site.
4. Next Meeting: 12/8 at 10:00 a.m. in L-119. Bring something to share!

ACTION INTEMS:

* All: Think about “open source” materials for students to make textbooks more affordable. We’re trying to find new ways to have students not spend as much money.
* Dana: make a suggestion to Cornerstone folks that we want them to teach that students can access more materials/movies online.