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

**Meeting Minutes**

**Date:** February 9, 2018, 2:00 p.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 | Stella Egan, Joe Van Gaalen, Len (Hendry Glades), Dr. Teed (pop in at start) |

1. Opening
	1. Call to Order: 2:00 p.m.
	2. Attendance taken
	3. Approved Minutes from January 2018
2. Information items
	1. Office of Sponsored Programs
		1. Stella: find them online
		2. A “sponsored program” is supported by an outside organization (federal agency, state agency, non-profit, private, etc.).
		3. They’ll help us find funding for scholarly activities and/or help submitting the proposal (incl. signatures, budgeting, sticking to deadlines, working with online portals, etc.).
		4. Give them 10 FSW business days
		5. Examples of external funding: DOE grants (intensive documentation and reporting involved)
		6. ARC Grant Deadline: July 6 at 4:30 (call for proposals sent in April)
		7. Joe: they’re Building a form, posted on webpage, answer questions online, goes to Stella
		8. Four “areas” of research: Action, classical, experiential, discovery
		9. Institutional Review Board: Because we’re federally funded, we need to have an official approval for that kind of research
		10. Let Joe know if there’s some research poster you want to present on 4/11
	2. Upcoming Events:
		1. 2/12: Mike Ramsdell in J-103 (documentarian of civil war in Congo)
		2. 2/15-16: ART-24 at 6 pm (prompts)
		3. 2/20: GBBT, a traveling professional Blues Band, in Band Room (L-127 at 11 a.m.).
		4. 2/20: Publishers sitting for a Q&A.
		5. 2/26: Panel discussion 2:00-3:30 pm in U-102 on human sexuality and gender (president of GSA, trans. student, Elijah Pritchett, Teri Housley, and Arlene Goldberg)
		6. 2/27: From 2:30-5:30 Spring Open House
		7. 2/28: at 2:30 pm Stella Hastings from Kansas, doing a master-class on singing and breathing.
		8. 3/1: March 1 at 2 pm – Dana event
		9. 3/15: Teju Cole
		10. 3/22: Phil Levine, who’s running for governor.
		11. 3/29-31 and 4/5-7: Play
		12. 4/6: Downtown Ft. Myers “Art Walk”
		13. 4/11: Research Lecture Series (April and October)
			* 11:30-12:30: Poster session by faculty and honors students
			* 12:30-1:30: Lecture by Dr. Wendy Chase
		14. 4/26: Film Showing and Discussion: Collier Campus (Mike’s Film and Philosophy Class)
	3. Other updates:
		1. Dale’s Humanities Club is very active (e.g., Sarasota trip to Ringling, Dali Museum in St. Pete, etc.)
		2. Summer/Fall scheduling: with the exception of music, it was easy to “roll over” the classes from the previous fall and summer.
		3. Sound proofing: we’re now half of the projected $22,000. It’s likely going to happen. (new material on both sides of door, and additional insulation on the walls, starting with 108 and 105 in the summer)
		4. Erase Boards, White Boards: summer replacement
		5. OERs:
		6. Attendance Verification: tell the adjuncts you mentor! Check the last day (one last time), and check a week into the class just to stay on top of it.
		7. Canvas: we have been asked to take attendance on Canvas, and keeping online grade books on Canvas.
3. Discussion items
	1. Open Source Materials – HUM 2020 might benefit from open source materials. Should we move to open source materials?
4. Next Meeting: 4/13 at 10:00 a.m. in L-119.

ACTION INTEMS:

* 2/12: Continuing Contract document due (Faculty Self-Evaluation)
* 2/23: Form 1 Due, the Portfolio document that was Form 3 last year or Appendix B (perhaps a Faculty Self-Evaluation?)
* 2/26: Book orders due to Dana
* April: Form 3 Due