**Department of Humanities and Fine Arts**

**Meeting Minutes**

**Date:** November 9, 2018, 10:30 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 |  |  |
| Krupinski  | X |  |  |
| Guests | Perella, Monique, Jamie |

1. Opening
	1. Call to Order: 10:30 a.m.
	2. Attendance taken
	3. Minutes from Oct. 2018 Approved
2. Announcements:
	1. Deadline for travel-FPD 11/9 and 3/1
	2. Music: Upcoming Events (Ron)
		1. 11/13: Jazz Ansemble (Mann)
		2. 11/20: Concert Band (Mann)
		3. 11/28: Salty Dogs (7 pm in Rush Auditorium)
		4. 12/4: Orchestra and Choir (Mann)
	3. Theater: Stuart
		1. 11/9-11/11
		2. Thurs-Sat next week
		3. Buy tickets at: [www.brownpapertickets.com](http://www.brownpapertickets.com) – or buy at the door
3. Information items
	1. Website/brochure: Steve – most photos done.
	2. Assessment: Elijah – Focus groups, so push them
4. Discussion items
	1. Use of electronics in the classroom and appropriate discipline measures
		1. What we can do: make sure we’re covered in the syllabus (state it clearly up front). Go up the chain with the problem (document it three times, copy Dana). One possibility: turn in cell phones at start of class with their names on it. Another possibility: polling through phones using Socratic (app) or Kahoot (app). Another possibility: have students create their own code of conduct in class at the start. They come up with more stringent rules than we would as faculty. We can also offer ultimatums: shape up or drop the course. Maybe, too, we’ll have Cornerstone go over it with the new students about not being on phones.
		2. What we cannot do: forcibly take phones (obviously)
	2. Writing ads for full time faculty lines
		1. Digital Arts
		2. Humanities, Lee campus
		3. Humanities/English split, Charlotte campus
5. Next Meeting: Dec. 14, 2018 at 10:30 a.m. in L-119B.

ACTION INTEMS:

* Send Steve a Bio if you haven’t already