

**Imperial Valley College  
Humanities Department Meeting  
Monday, October 12, 2015**

**MINUTES**

**Present**

Carol Hegarty, Humanities Department Chair

Ric Colunga

Julie Yi

Daren Burns

Aaron Edwards

Dr. Hope Davis

Jorge Estrada

Dr. Nannette Kelly

Recording Secretary: Toni Gamboa

A. Call to Order

- The Humanities Department meeting was called to order at 12:55 p.m. by Carol Hegarty, Humanities Department Chair.

B. Review and Approval of Minutes dated September 14, 2015

- M/S/C R. Colunga/D. Burns to approve the minutes of September 14, 2015 as presented.
- A meeting was held on Monday, September 21, 2015 to discuss Program Review. Faculty met in small groups within their discipline to discuss and review their area Program Review.
  - Aaron Edwards met with Dean Zielinski to discuss Philosophy. Minor revisions were made. The document has been approved by Chair Hegarty and will be approved by Dean Zielinski next.

C. Fall 2016 Class Schedule – Course Selection.

- Chair Hegarty informed the faculty that she submitted the Fall 2016 class schedule. There was an issue with two of Dr. Kelly's online classes entered. Chair Hegarty was informed through emails to remove two of the three online classes to meet load. Dean Zielinski informed Chair Hegarty that this issue is pending negotiations.
- Daren Burns was not included in the Fall 2016 since his full-time temp assignment ends this Spring.

D. Book Orders for Winter and Spring 2016

- a) Due to Toni Gamboa no later than Friday, October 16, 2015

- Chair Hegarty will be sending out a reminder.
- Please generate a document with the specific information including title, author, publisher, ISBN, edition, quantity, additions (CD or workbook required) and CRN numbers to revise accordingly for future book orders. Copy and paste and email Toni the document.
- The process seems redundant, but Toni needs a record of your book orders each semester to facilitate the ordering process. Record of this information will serve as back up documentation should the Bookstore not receive your requested materials.

E. IVC/High School Student Combination Classes

- a) Is anyone interested in teaching combination classes?
  - Aaron Edwards is interested in teaching a class.
- b) Classes to be taught at an off campus site.
  - At several different sites.
- c) Need to be highly impacted courses.
  - Aaron Edwards inquired if the students enrolled must be in an honor's class or the like. Chair Hegarty stated that the students enrolling in these classes must have approval from their parents and school principal.
  - Please keep in mind that there are no services provided at the sites. You must bring a laptop and any print copies and materials you require for class.
  - Classes are offered as open enrollment. These combination classes interest a variety of students' from high school to older adults from the community.

F. Other

- Dr. Kelly reported that this is the third or fourth year the Christian Club meets in Room 2131 without an advisor present. The students continue to use the equipment, computer etc. freely without supervision. Chair Hegarty will report it to Dean Zielinski.
- Chair Hegarty was approached by Jill Nelipovich about scheduling to meet next Monday, October 16th with the Humanities Department to access Program Learning Outcomes. In preparation for Monday's meeting, please bring SLO data from last Spring.
- Chair Hegarty will contact Jill to finalize the details for the meeting and will send out an email to the faculty.

G. Next Meeting: Monday, October 19, 2015

- Meeting with Jill to be confirmed and location to be determined.

H. Adjournment

- The meeting was adjourned at 1:40 p.m.