

**Imperial Valley College  
Humanities Department Meeting  
Monday, March 14, 2016  
Campus Hour 12:50-1:50 p.m.  
Room 305**

**MINUTES**

**Present**

Carol Hegarty, Humanities Department Chair  
Dr. Nannette Kelly  
Dr. Hope Davis  
Daren Burns  
Ric Colunga  
Julie Yi  
Jorge Estrada  
Joel Jacklich

**Not Present**

Aaron Edwards

Recording Secretary: Toni Gamboa

A. Call to Order

- The Humanities Department meeting was called to order at 12:59 by Carol Hegarty, Humanities Department Chair.

B. Approval of Minutes dated October 10, 2015

- The Humanities Department meeting minutes dated October 10, 2015 were approved as presented.

C. SLO Assessment for Spring SPOL

- SLOs must be assessed this Spring 2016.
- Not every class section must be assessed.
- % of sections is unknown.

D. Department Student Annual Awards

- Spring 2016 Department Awards forms are due no later than 4:00 p.m., on Friday, April 15, 2016. Please hand deliver, in a sealed envelope, to Saria Cardoza at the Student Affairs Office in Building 1000.
- Printed formal invitation will be sent to recipient at a later date.
- Please select one outstanding student for each discipline Art, Music, Humanities and Philosophy. Chair Hegarty enlisted the Humanities faculty to assist her in the selection of the Humanities recipient. Since Humanities is broad, it can be represented by joining two disciplines if there is an outstanding student involved in two disciplines.

- Recipients must be informed that they must attend the awards banquet. If Chair Hegarty is going to present the award, she would like to meet the recipient prior to the awards presentation. In the past, Chair Hegarty has attended the awards banquet to present and the recipient was a no show.

#### E. Course Revisions and Updates

- Dixie Krimm will be producing a list of courses to be revised and updated in the Fall. However, since work on Program Review will take place in the Fall, Chair Hegarty wanted to get started reviewing courses this semester.
- Since 2011-2012, the Curriculum Committee requires the textbook ISBN to be listed in the course outline. Textbooks noted should be relevant to the subject matter and the edition updated accordingly.
- Joel Jacklich inquired about the Chamber Orchestra class, stating there are no books utilized. Orchestral literature is provided for the students. Mr. Jacklich will review and access about providing a methods book for each instrument. Will also email Dixie Krimm if he decides the course outline is fine as it is and will request change of date course outline was reviewed.
- Last year, Dr. James Patterson and Suzi Jacobson reviewed made revisions to the RELS 100 course. They removed Daoism since it is no longer a world movement in religion. Chair Hegarty entered the updated changes.
- Caps on online courses were increased. According to Chair Hegarty, when the cap increase was discussed for face-to-face courses, it was determined that online courses would be researched separately. Chair Hegarty will email Frank Rapp, Curriculum Committee Chair to address this issue.

#### F. Fast Track Course Offerings

- Counselors have proposed short term six to eight week fast track course offerings for Fall 2016. These courses would be offered during the regular semester and intensified similar to Summer session course.
- Music 100 is among the courses to be offered both in Fall and Spring.

#### G. Chair Elections

- Is anyone interested in running for Humanities Department Chair? Chair Hegarty expressed interest in running for Chair.
- The Humanities Department Chair elections will be facilitated by Linda Amidon as they have in the past.
- The deadline is the first week in April returning from Spring Recess for anyone considering to run for Humanities Department Chair.

#### H. Piano Tuning – Repairs

- Dr. Hope Davis will be contacting Mr. Ed Boulware to schedule the piano tuning and repairs as soon as he is available.
- Chair Hegarty will be speaking to Dean Zielinski about increasing the budget to enable tuning and repairs of the pianos twice a year in Fall and Spring. The pianos are tuned in the Spring and sit in the heat throughout the Summer and are not tuned until the following Spring. This presents a problem for the students when they return to music classes in the Fall.

- Joel Jacklich provided some history about the pianos in the Music Department. He stated that when IVC was founded some 50 years ago, the pianos currently being used except for the grand piano, were purchased from the Brawley School District who were in the process of getting rid of them for being too old. The pianos were purchased in a lot for \$100.00. The price per piano, an astonishing \$9.00. The pianos are about 80 years old.
- Chair Hegarty announced that Dean Zielinski proposed purchasing new pianos through PPIS funds. The pianos were included in the PPIS 5-year plan. Approval and allocation of funds is pending.

#### I. Emergency Drill

- An emergency drill is scheduled to take place in the upcoming days. It will take place during morning classes.
- Please review the handout provided by Campus Security. Locate the evacuation map to know where to direct students. Remind students to take all their personal belongings (purses, backpacks, cell phones, pads and cameras) and valuables with them prior to existing the classroom.
- An alarm will ring to alert the campus of the emergency drill fake bomb threat. There will be teams searching for the potential bomb. Once the drill is completed, we will receive a clear signal to return to class.
- An evening emergency drill of a different nature is being considered for a later time.

#### J. SLO Coordinator, Basic Skills Coordinator & Distance Education Coordinator

- These are open positions for Fall 2016.
- SLO and Basic Skills Coordinator, Jill Nelipovich is stepping down.
- Distance Education Coordinator, Gaylla Finnell is retiring. The DE Coordinator is the only full-time position.

#### K. Other

- Chair Hegarty announced that IVC First Step Event will be held on Saturday, May 14, 2016 from 8:00-1:00 p.m. She will open the Art Gallery for the tour groups.
- Please submit any literature you wish to share to Chair Hegarty via email as an attachment and she will provide the prints.

#### L. Next Meeting

- The next Humanities Department meeting is scheduled for Monday, April 11, 2016.

#### M. Adjournment

- The meeting was adjourned at 1:49 p.m.