

**Imperial Valley College
Humanities Department Meeting
Monday, November 14, 2016
12:50-1:50 p.m.
Art Gallery**

MINUTES

Present

Carol Hegarty, Humanities Department Chair
Dr. Nannette Kelly
Brandilyn Davis
Dr. Hope Davis
Aaron Edwards
Richard Colunga
Jorge Estrada

Recording Secretary: Toni Gamboa

A. Call to Order

- The meeting was called to order at 12:52 p.m. by Carol Hegarty, Humanities Department Chair.

B. Review and Approval of Minutes Dated – September 12, 2016.

- M/S/C N. Kelly/A. Edwards to approve the minutes as presented. Motion carried.

C. Canvas Training for Faculty – Dr. Nannette Kelly for Distance Education (DE)

- Dr. Kelly provided a presentation on Canvas as follows:
 - Informed the faculty present that the DE Coordinator – Xochitl Tirado wants to be perfectly clear that Blackboard will not be available after Spring 2017.
 - There are three options scheduled for Canvas training:
 - Option 1 - @ One – Introduction to Teaching with Canvas. Class scheduled for January 9, 2017 and February 2, 2017. You may register online for the training. Use code OEIfree4U
 - Option 2 - @ One Self-Paced Course. You work at your own pace instead of following a four week course schedule. If interested in Option 2, please contact Xochitl Tirado for details.
 - Option 3 – Canvas Instructor Webinar Training. Trainings will be conducted by Xochitl Tirado and offered on campus during Winter Session. Trainings will be from 1 to 1.5 hours in duration starting January 3, 2017. Training schedule is as follows:
 - ❖ Monday and Wednesday 1:00 p.m. - 3:00 p.m.
 - ❖ Tuesday and Thursday 10:00 a.m. - 12:00 p.m.
 - ❖ Room 2724 (Lab)
 - ❖ First hour – Canvas Training

- ❖ Second hour – Open Lab (Xochitl available to work individually with you on your course).
- ❖ No need to register.
- ❖ Faculty teaching Summer Session 2017 must utilize Canvas.

D. Student Learning Outcomes (SLOs) & SPOL – Kevin Howell and Jill Kitzmiller

- No update to provide.
- Chair Hegarty received an email from Kevin Howell informing her he would keep her posted.

E. Update Program Review in SPOL

- Chair Hegarty distributed copies of the activity timeline.
- Music, Philosophy, Religious Studies, Art, Humanities and Theatre Art require Program Review updates in SPOL (Strategic Planning Online)
- Chair Hegarty is available to enter updates on goals. She will need to know specifics. Faculty may also contact Jose Carrillo for assistance in updating their program goals in SPOL.
- Examples of Art goals:
 - Design new facility
 - Bring back life drawing models (hire models and pay them)

F. Program Brochures

- Chair Hegarty shared a copy of a fabulous program brochure Dean Efrain Silva presented recently at a meeting.
- Mike Nicholas in Reprographics created a template for the brochure.
- Chair Hegarty would like to have color brochures printed for each program within the Humanities Department:
 - Art
 - Humanities
 - Journalism
 - Music
 - Philosophy
 - Religious Studies
 - Theatre Arts
- Brandilyn Davidson stated the brochure will be useful in recruiting for the band next Fall.

G. Continuing Part-Time Hiring Process

- Chair Hegarty has attempted to get on the Academic Senate agenda. Unfortunately, there have been meetings and a make-up mid-term exam hindering her from attending the last couple of Academic Senate meetings. She plans to attend the last meeting of the semester to present the document during Public Comment.
- Part-time faculty should be specialized in the subject matter they teach.

H. Other

- None

I. Next Meeting: Monday, February 27, 2017 (Monday, February 20, 2017 is Washington's Birthday Holiday, Campus is Closed)

J. Adjournment

- The meeting was adjourned at 1:33 p.m.