

**Imperial Valley College  
Humanities Department Meeting  
Monday, September 18, 2017  
College Hour 12:50 p.m. – 1:50 p.m.  
Room 305**

**MINUTES**

**A. Call to Order**

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

**B. Approval of Minutes – Dated August 11, 2017**

- The minutes of August 11, 2017 were approved as presented.
- Chair Hegarty informed the Humanities Department faculty that she was told that it is not optional to approve department minutes. Minutes are required to be corrected until all faculty members are in agreement of the approval of the minutes presented.

**C. SLO's Data Collection**

- Kevin Howell, SLO Coordinator informed Chair Hegarty that the SLO website is still not ready. Will inform Chair Hegarty once he completes the website.
- The good news is that SLO's will not be uploaded into SPOL anymore.
- Only Program Review will be uploaded into SPOL.

**D. Schedule Development**

1. Winter 2018
  - Chair Hegarty has started working on the Winter and Spring schedules.
2. Spring 2018
  - Dr. Nannette Kelly is pleased with her schedule.
  - Dean Zielinski informed Chair Hegarty that Humanities is not required to use the template provided by Academic Services. The template is full of errors and it takes a great deal of time to edit the errors.
  - Aaron Edwards stated he would like to change PHIL 102 to PHIL 100 due to low enrollment for the past four years.
    - Instructor Edwards feels he can cover some of the PHIL 102 material in the PHIL 100 course.
  - New person hired for Continuing Education, has expressed an interest in offering short-term classes. The initial email Chair Hegarty received stated this needs to happen as soon as possible. Then suddenly the email was discarded.
    - The initial email listed Art and Art History classes which would be an issue due to a shortage of available classrooms.
    - Chair Hegarty stated that classes such as Philosophy and Music 102 would be classes highly considered to be offered as short-term classes.

- Short-term classes could be scheduled for 6 weeks which means class would meet 4 times a week. If scheduled for 5 weeks, class would meet daily.
- Chair Hegarty informed the faculty that the Prison Program is seeking 3 MUS 102 classes.
  - Brandilyn Davidson inquired as to Julie Yi's teaching experience at the prison.
  - Instructor Yi shared she has enjoyed her teaching experience at the prison. The students are focused and engaged in class. Initially, she was apprehensive about being in a prison environment, but then felt more comfortable with time.

#### **E. Other**

- Brandilyn Davidson inquired about the possibility of traveling out-of-state on a field trip with her band students to observe the University of Nevada Wind Orchestra and Jazz Ensemble. Inquired if the faculty was allowed to use IVC vans for trips.
  - Chair Hegarty informed Instructor Davidson that there is a cost involved to use the vans. Unfortunately, the Humanities Department no longer has a travel budget to incur the cost.
  - Instructor Davidson will be considering other transportation means in order to provide the students an opportunity to observe world class musicians.
  - The trip was promoted on a volunteer basis, each student paying for their own expenses. The cost per student would be approximately \$150.00. So far 17 students are interested in the field trip.
  - Instructor Davidson will complete the required forms and submit the paperwork for approval. Was informed to include a write-up to upload to BoardDocs for Board approval.
- The Humanities Department meeting in November will be rescheduled from the third to the fourth Monday due to the Thanksgiving holiday. The meeting will be held on Monday, November 27, 2017.
- Chair Hegarty reminded faculty about Program Review updates due by December 1, 2017.
- Instructor Davidson announced the following: Band students will be performing at the Chamber Ensemble Concert at St. Paul's Lutheran Church in Holtville on Sunday, October 1, 2017 at 3:00 p.m. Performing will be a Flute Ensemble, Clarinet Ensemble, Saxophone Ensemble and a Brass and Choir Ensemble.
  - Instructor Davidson is not aware of a performance space on campus that can accommodate the band class consisting of 25 students, their parents and audience seating. Therefore, she is seeking places off campus.
    - Stated that most performance ensemble groups perform at the Jimmie Cannon Theatre at Southwest High School. However, if you are not part of the K-12 district there is a rental cost of \$350.00 for two hours, plus an additional cost for the warm up room and stage lighting.
    - Inquired if renting the theatre to schedule a joint band and choir performance with Dr. Davis for an end of semester concert would be possible in the future. Renting the theatre would allow the band

- to use the existing percussion instruments housed at the theatre.
- Chair Hegarty stated it could be submitted as a special request.
- The tentative date of November 14, 2017 discussed to schedule the concert is not available.
- Dr. Davis will be contacting San Diego State University – Imperial Valley Campus to inquire as to the availability of their auditorium.

**F. Next Meeting**

- The next Humanities Department meeting is scheduled for Monday, October 16, 2017 during College Hour from 12:50-1:50 p.m. in Room 305.

**G. Adjournment**

- The meeting adjourned at 1:24 p.m.