

Humanities Division

Meeting Minutes

March 4, 2010

I. Call to order:

Jose Ruiz called to order the regular meeting of the Humanities Division at 12:47 pm on March 4, 2010 in room 314.

Roll call:

The following persons were present: Hope Davis, Aaron Edwards, Tom Gilbertson, Carol Hegarty, Nannette Kelly, Laura Mosier, Bruce Page, Javier Rangel, Romano Sanchez-Dominguez, Dr. Ed Gould, Carol Lee, Toni Pfister, Jose Ruiz, and Jessica Waddell

II. Information Items:

1) SLO's:

Toni Pfister was present and is available to answer any questions. Reminder of the process: Last year we were asked to write one outcome per course. This year we are asked to write one outcome per unit of the course (ex: 3 unit course = 3 outcomes) by December 2009. These outcomes are flexible and can be changed.

- The cycle assessment – only one outcome per class is assessed.
- If there are 5 or fewer classes offered per course, every class needs to be assessed.
- If there are 5 or more classes offered per course, random classes need to be picked to be assessed.
- If the course is being assessed in the fall semester, the assessment is due by the 15th week of the spring semester. If the course is being assessed in the spring semester, the assessment is due the 15th week of the fall semester. More info on the timelines will be sent out in the near future.

The college is expected to work on the GE SLO's – each instructor is asked to write a mission statement on how the course fits into the Institutional SLO's.

2) New Dean Structure (6 Dean):

The 6 Dean Structure has been approved by Academic Senate and will go into effect on July 1, 2010. Dr. Gould was present to address this topic and answer any questions. The reason for the 6 Dean rather than 5 Dean is a numbers issue. With this 6 Dean Structure the cost is neutral so far (pending negotiations).

- The division chairs were responsible for coming up with an organization structure that was efficient and effective for the college. The current Humanities Division is the only division being divided and will be split between the new “Behavioral and Social Sciences” and the “English, Communications and Languages” divisions.
- At the moment the negotiations teams are meeting and finalizing the details for the “Department Heads” within each division. The Department Head will have 9, 7 or 6 units release time and whatever is agreed upon will be evaluated in one year to review if it had been effective.
- The Division Deans are asked to teach one class as part of their academic load.
- The reorganization is part of the accreditation process and will also help with the SLO process.

3) Accreditation:

IVC is currently on warning status and has a mid-term report due to the accreditation team by March 15, 2010. The midterm report will be going to the Board Members on March 8, 2010 and then sent to the accreditation team by March 15th. The accreditation team will most likely visit the campus in early May of 2010.

4) Summer Schedule:

The summer schedule is still in review and waiting for the spring census to determine if the summer schedule will remain the same. At the moment, the winter schedule was duplicated for summer with the addition of 4 Spanish classes.

5) Fall Schedule:

The fall schedules are due in the coming weeks and needs to be turned in to Jessica along with the summer and fall book orders.

6) Website:

Due to time restraints this will be discussed at the next meeting.

III. Adjournment

Jose Ruiz adjourned the meeting at 1:30 pm.

Minutes submitted by: Jessica Waddell

Minutes approved by: Jose Ruiz