

**IVC Full-Time Faculty Orientation Humanities Meeting 1:30-2:45 p.m., August 14, 2015
Room 2735**

AGENDA

- A. Call to Order
- B. Introductions
- C. Syllabus (Template required, SLOs and Course Objectives from Course Outline of Record, Course Outlines from CurricUNET – www.curricunet.com/imperial)
- D. Opening & Census Rosters (look for email from Gloria Hoisington, deadline to review online is Sunday, Aug. 30)
- D. Caps and Wait Lists
- E. Drop Policy
- F. Campus Hour
- G. Student Learning Outcomes & SPOL
- H. Office Hours
- I. Mid-Term Report: Final Program Reviews Due Sept. 30
 - a. August 17 Program Review Template training and Program Review into SPOL on August 24
- J. Instructional and Office Supply Requests
- K. Faculty Observations and Evaluations
- L. Reprographics and Mailboxes (Room 904), Copy/Print Requests
- M. Other
- N. Next Meeting: TBA Adjournment