

Arts, Humanities & Communication

Division Meeting

Friday, September 21, 2018

9:00am – 10:30am

PAC 222,

Attendance Paul Berger, Lynette Borrelli, Flora Carter, Shaila Christofferson, Kim Davis, David Dow, Chelsea Gilmore, Marina Gladush, Kim Gyuran, Erik Maki, Roger Smith, Maggie Sniffen, Rob Stevenson, Noah Wilson, Jacquelin Wingett

Upcoming events

- Jam 'n Jive opens next Wednesday 9/26 – 51 MJC dancers and 7 high school dance programs, 160 performers total – Wed night only \$6 for student
- Speech Night Tuesday, October 2nd 4pm / 7pm ; Tickets on sale at the box office now until the show date

II Announcements

- Liz Camboia - Welcome Liz! Liz handed out flyers with her information and office hours on them. She currently has no permanent office, but she's in the Arts Division in PAC 207 on Thursdays 8am – 5pm. Liz will work on creating a video for instructors to post on Canvas. If you should have any questions throughout the semester please send her an email camboial@mjc.edu
- October 11th in CAT building – Starfish Bar – A demo has been request for the next division meeting. A current demo can be found on the MJC website.
- Boiler and Landscape – the construction is winding down. It should be complete in the next couple of weeks.
- MJC President Search –
 - Committee is on its way.
 - Deadline is November 9th.
 - First round of interviews is Nov 29 and Nov 30
 - Second round is Dec 10 and Dec 11
 - Anticipated Start Date Jan 14 – Feb 1
- Classroom Computers –
 - IT has taken the funds and replaced and updated presentation classrooms.
 - Is there a way to RIP DVD's to put them on the cloud? – we'll have to get portable CD drives for faculty. Please let Jacquelin know if you'll be needing one.
- Lottery Funds
 - If you are need of any DVD's or textbooks to put on reserve on reserve at the library or if you need them for in the classroom please let Mike know!
- AHC Admin Assistant Search
 - If you would like to serve on the committee, please let us know in the front office.
- Name Badges

- Are on order, if you want one please let Lori know. She'll be placing an order soon.
- Other
- **Elucian Issues** – LEC/LAB issue with class schedule, students have a hard time reading schedule and instructors are losing students. Can the way schedules are laid out change?
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III Discussion

- Regular Effective Contact
 - Thank you to online instructors who are participating in the REC for the accreditation team.
- CUE – Center for Urban Education Workshop
 - Housed at USC in southern California.
 - If you want to learn how to create a more welcoming syllabus join Mike at a meeting being on October 15th. There will be two sessions offered to work with the practitioners. If you're interested, please let Mike know. Mike will be sending out an email with more information. If you have a class being offered at these times, we can assist with finding a sub.
 - Monday, October 15 – Facilitating Conversations
- TBA Equity mindedness for hiring
- AHC Equity Conversation
- Hiring Prioritization 18/19 – September 30th
 - Deadline is approaching. Anyone considering retiring, please let us know!
- Division Council Formation
 - Please send us the names of your representatives in each area. An email will be sent out.
- Pathways –
 - Tina Giron, counselor is in PAC 207 on Mondays 10am to 3pm
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- Division Advising BBQ – A great success. Is it the right day? Music needs it early on to get majors on the right track with Theory. Possibly do a couple of events in the spring time?

IV Curriculum Report and Discussion (Todd & Aishah)

- Communication is coming through; it is their year for review
- Sunset list is updated – for classes not compliant

V Senate

Check your email, Noah sent an email about what happened at Senate yesterday.
Election of AHC Rep – we'll send a note out

VI Assessment (Lynette)

- Lynette sent out notes to those who need to take a look at Elumin.
- There is a pilot program that Rob and Lynette are a part of – for questions please contact either of them!

VII Scholarships (Leslie Collins)

- No notes.

VIII YFA (Haleh)

- No notes.