Minutes

Division Meeting – Liberal Arts

January 12, 2015 – 3:00 p.m. - WHT 214

In attendance: Joseph Agbeko, Jennifer Baine, Sterling Claypoole, Henry Culbreth, Scott Larkin, Bettie Mahony, Carol Mitchell, Shakerah Moody, Vernita Morgan, Gayle Norman, Larry Powell, Dinah VanHook, and Christy Wilson.

Absent: Lura Brown, Ken Bridges, and Susan Spicher.

The meeting started at 3:00 with a discussion of what worked and what did not work well during the fall semester. Two suggestions that came out of the discussion were to make the student course evaluations available just after the last day to drop and to put division meetings on Outlook so that division members may have digital reminders of the meetings during the semester. The summer and fall class schedule development deadlines were given and the faculty encouraged to turn in their preferences with the dual goals of serving the greatest number of students and helping them to graduate in a timely way. Next, the group spent a few minutes brainstorming division needs for the 2015-16 budget. Hiring a new fulltime math instructor, making computer lab access easier, and hiring another fulltime developmental English instructor were three of the suggestions the group agreed on.

Some faculty members are still struggling with student outcomes assessment reporting, but most are adapting well to the new template. Those instructors who have not turned in their reports from fall 2014 were encouraged to do so before classes begin for the new semester.

The group reviewed important dates for the new semester and were given a chance to add some dates. April 15, the last day to drop a course, was suggested and added to the list.

The results from last semester’s student course evaluations have not come in yet, but Mr. Ballard assured the group he would send them out the same day he receives them.

At 4:00, Ms. Kuykendall came in and gave a brief report on new library services and encouraged members of the division to take full advantage during the semester.

Mr. Ballard reminded everyone of the next division meeting scheduled for February 24. The meeting adjourned at 4:15.