Minutes

Division Meeting – Liberal Arts

April 27, 2016 – 3:00 p.m. - WHT 209

In attendance: Vicki Badgley, Ken Bridges, Henry Culbreth, Lesley Drummond, Rhonda Lee-Ernest, Donna Hendricks, Scott Larkin, Carol Mitchell, Shakerah Moody, Vernita Morgan, Jim Roomsburg, Susan Spicher, Dinah VanHook, Roslyn Turner, Judy Ward, and Christy Wilson.

The meeting started at 3:00 with Mr. Ballard welcoming the members of the business and information technology faculty to this last division meeting of the academic year. The first item of business was consideration of a mission statement for the division. Mr. Ballard explained that Dr. Best is writing an academic plan for the college that needs to include a mission statement from each division. Mr. Ballard presented this first draft for the group’s consideration: “The mission of the Division of Liberal Arts is to maintain and develop the highest standards of academic and curricular excellence in order to promote student success with an emphasis on communication, critical thinking, and responsibility.” Dr. Bridges moved that this statement be accepted as the division’s official mission statement with the addition of the word *knowledge* in front of the word *communication*. Ms. Morgan seconded the motion. The motion passed.

Next, the group was invited to suggest ideas for a document that Mr. Ballard is preparing for the new dean to help him or her acclimate to the division and college. This guide will contain a month-by-month schedule of duties and activities that he or she will normally be expected to do or take part in. Ms. Badgley suggested adding the CIT advising day to the schedule of activities for April and November when members of the computer information technology faculty work with current students and potential students to track their progress and/or plan their future course of study. Mr. Roomsburg suggested adding an explanation of the Futures in Information Technology (FIT) grant. The group also suggested that advisory committee meetings be included in the month-by-month schedule of duties and that the dean’s standing in the atrium of the Whitfield Building between classes on the first days of new semesters to greet students and help them find their assigned rooms and labs would be useful.

Next, Ms. Wilson and Ms. Badgley provided an update on assessment for the group. Using a handout and a virtual visit to the WEAVE reporting center, they reminded everyone how to use this program to publish their assessment reports and supporting documents.

Then Mr. Ballard invited program chairs and BSTD coordinators to report. Ms. Morgan told the group about some innovations in the developmental math program intended to accelerate students through remediation and improve retention and success rates. Specifically, she said that Fundamentals of Arithmetic will be phased out replaced with an enhanced Elementary Algebra curriculum. She also said that this fall the math faculty will experiment with offering a section of Elementary Algebra and a section of Intermediate Algebra on two days a week with the labs scheduled right after the lectures (rather than the current four-day schedule with the labs scheduled on separate days) to accommodate students who live a long distance from El Dorado and find commuting four days a week difficult and expensive.

Finally, Mr. Ballard announced that 1) Ryan Mann, an associate of arts graduate from Crossett with a high GPA and a good record of involvement in school activities, has been selected to carry the liberal arts gonfalon during the spring commencement ceremony; 2) Arts in April continues with the student art sale on exhibit at the conference center and an art display at the library; and 3) Jenzabar training will continue tomorrow and Thursday in TEC 128 every hour on the hour in the mornings and every half hour during the afternoons.

There being no other business, the meeting adjourned at 4:00.