

# Fine Arts Council Meeting

Friday, December 6, 2019, 3:00 PM

## Music Building Conference Room

Attending: Kayla Paulk, Neil Rutland, Darrell Roe, Patti Dobson, Patrick McCreary, Richard Schwartz, Scott Golem

Absent: Dustin Seifert

Ex-Officio: Jeff Gentry

Recording Secretary: Kathi Frazee

### Minutes:

1. **Minutes Approved.** Roe made a motion to approve with amendment. Dobson seconded, Motion approved. 1 Abstention
2. **Evaluation of Instruction: Electronic vs. Paper** CFA is fully electronic for the evaluation process. Committee discussed any concerns with the fairly new process. \*Students need an incentive (perhaps a drawing of some sort?) to get them to do the evaluation online. \*If the faculty member utilizes blackboard the student is more prone to get online and do the evaluation. \*Reminders will continue to be sent out a few times prior to evaluation dates, as they have been in the past. \*A few agreed that electronic was better but that comments are down.
3. **Spring Faculty Enrichment timeline:** Spring enrichment applications are due the 1st Monday in February to department chair, 2<sup>nd</sup> Monday to Dean, and 3<sup>rd</sup> Monday to FAC. Funding will be determined at the March meeting.
4. **FEC file access on Blackboard:** February 3 is when returning faculty can get on blackboard to submit their files. 1<sup>st</sup> year faculty are due January 8, IR is normally notified with the names of those faculty, but will speak with them to see if getting the evaluations earlier is possible – maybe at the first of the break.

### Q&A with the Dean:

- THTR/DFM are not able to sell tickets online. Feel at a disadvantage and would like to see if there is a way to sell them online – a secure website, perhaps enmu.atpay.com as the foundation uses.
- Paulk inquired about the faculty lectureship process, there is not much communication or feedback and has become more informal, and wondering if the process will return to a more formal or official format as in the past where they were notified and their request was approved, in the form of a letter or email, so there would be something to put in a faculty file.
- Golem invited everyone to the CUB where Ace'd are taking pictures with Christmas décor (Santa hat, antlers) There is a minimum \$2 donation.

Golem moved to adjourn, Dobson seconded.