Humanities Department Meeting  
September 28, 2012  
Friday 1pm Room: Palanakila 117  
Meeting started at 1:00 pm  

Present: Norm Graffam, Mark Hamaski, Sarah Hadmack, Liko Hoe, Ryan Koo, Kamuele Kimokea, So Jin Kimura, Ron Loo, Rensen Mattering, Toni Martin, Malia Lau Kong, Nicholas Logue, Rob Molyneux, Bryce Myers, Paul Nash, Janice Nuckols, Christina Weisner  

Guest: Ellen Ishida-Babineau  

1. Humanities department expressed its concern regarding early cancelation of classes. Two weeks seems too early and suggested creating 13-week classes. Ellen clarified and explained the decision process for cancelling classes. Canceled early Language Arts 7:00 a.m. and Rob’s evening class. There is a balancing act in budgeting and VC Fulton wanted an 85% fill or 15 minimum, some core classes went with less. Night program seems to be affected by DE classes. Some classes may have gone because of requirements for Vet Tech or Agripharmatech. Low enrolled class instructors are encouraged to go to Frosh Camp and recruit students. Second Frosh Camp is not for new registrations. There is no support from the Office of Academic Affairs to bring back EMC. Possible whole class listed as a large ‘board.’ Classroom space will open once new buildings are renovated.  

2. August minutes were approved as submitted.  

3. Book orders are due. Paul will ask for a Monday, Tuesday and Friday online training for on-line book orders.  

4. Accomplishments for 2011-2012 are due to Paul by October 15.  

5. Check Spring Semester schedule of class for any errors/corrections/changes.  

6. Supply budget for 2012-13 was handed out.  

7. Let Elizabeth know if you want any specific AV equipment for your classrooms in Palanakila.  

8. Paul will check about card key access to the new AV room.  

9. Theme for Halloween is the ‘70s.  

Meeting adjourned at 1:45.