

Language Arts Division

AGENDA

October 15, 2019

2:30-4:00 pm

GC 210K

Division Chair
Clare Norris-Bell

Designated Division Vice Chair
Anthony Cuomo

Division Secretary
Linda Rodriguez

Full Time Faculty
Linda Alexander
Jeanene Ames
Elena Aviles
Holly Bailey-Hofmann
Katherine Boutry
Luis Cordova
Anthony Cuomo
Ana Figueroa
Suzanne Floyd
Nuala Lincke-Ivic
Rick Mayock
Margot Michels
Karen Quitschau
Sandra Ruiz
Stella Setka
Leslie Tejada
Tim Welch

Curriculum Committee Rep
Luis Cordova

Academic Senate Rep
Anthony Cuomo
Adjunct Rep
(Vacant)

Fall 2019 & Spring 2020 Meeting
Dates | Times | Location
2:30 pm in GC 210 K

Mon, Sept 16 1:00pm
Tues, October 15
Wed, November 20
Thurs, February 20
Mon, March 16
April TBD
Wed, May 20

- I. Introductions, Acknowledgements, Announcements 2:30-2:40
- II. Minutes of September 2019 meeting & Today's Agenda 2:40-2:50
- III. Chair Business 2:40-2:55
 - A. Earthquake Drill October 17 at 10:17am
 - B. November 1 Presentation for Counselors
 - C. OER and Low-Cost Textbook Logos
 - D. Printer Update
 - E. Enrollment Trends and Data Sharing – Winter & Spring
 - F. Absence Info – When & how to request a sub.
- II. Talk about Teaching: Options when you have to miss a day 2:55-3:05
- III. Committee reports 3:05-3:35
 - A. Professional Learning (Leslie)
 - Classroom Visits Pilot (Reporting back on insights)
 - Strengthening Student Success Debrief
 - B. Academic Senate (Anthony)
 - C. Curriculum & SLO (Luis)
 - D. Other Committees (Distance Ed, Student Success, Guided Pathways, Technology, etc.)
- IV. Division Website Workgroup (Anthony) 3:35-3:40
- V. ESL Update (Karen) 3:40-3:45
- VI. Syllabi Update (Clare) 3:45-3:50
 - A. Audit, Email contact, Code of Conduct, etc.
 - B. Pizza Party
- VII. Division Name 3:50-4:00
- VIII. Items from the Floor
- IX. **Upcoming Events:**
 1. Happy Hour to Welcome Elena TODAY!
 2. Discipline Day October 18
 3. Disabilities Summit October 25
 4. Leadership Retreat November 15
- X. Discipline Meetings 4:00-4:30
 - A. English
 - Lit Course Outlines of Record (COR) Updates (Stella)
 - Literature Rotation (Tim)
 - AB 705 Support Updates (Tim/Leslie/Stella)
 - Ideas for Norming (Leslie)
 - Winter/Spring Schedule (Clare)

<ul style="list-style-type: none"> • Have a vision for our "desired" outcome • Be present and committed to the task at hand • Listen to new ideas • Start and end on time • Seek facts and data to inform discussions and decisions. 	<ul style="list-style-type: none"> • Send meeting resource information electronically in advance for review and preparation in order to contribute to substantive discussion at the meeting. • Place new items in the "parking lot" for a future meeting agenda.
---	--



Vision WEST: A gateway to success for every student.
Our Mission: West Los Angeles College provides a transformative educational experience. West fosters a diverse learning community dedicated to student success.