

LANGUAGE ARTS**Division Chair**

Clare Norris-Bell

Division vice Chair

(Vacant)

Division Secretary

Linda Rodriguez

Full Time Faculty

Linda Alexander
Holly Bailey-Hofmann
Luis Cordova
Anthony Cuomo
Ana Figueroa
Suzanne Floyd
Nuala Lincke-Ivic
Rick Mayock
Margot Michels
Clare Norris-Bell
Karen Quitschau
Sandra Ruiz
Stella Setka
Leslie Tejada
Tim Welch

Curriculum Committee**Reps**

Luis Cordova

Academic Senate Rep

Anthony Cuomo

Adjunct Rep

(Vacant)

Instructional Assistant

(Vacant)

Meeting

Dates | Times | Location
In GC 210 K

Unless otherwise noted

Fall: 2018

August 23, 2018

September 17, 2018

October 17, 2018

November 14, 2018

Spring: 2019

February 20, 2019

March 18, 2019

April 17, 2019

May 20, 2019

Language Arts Division Meeting – March 18, 2019 – GC201K 2:30 PM

| Full-Time Faculty | Present | Absent |
|----------------------|------------|--------|
| Linda Alexander | x | |
| Kathy Boutry | | x |
| Holly Bailey-Hoffman | x | |
| Luis Cordova | | x |
| Anthony Cuomo | x | |
| Ana Figueroa | x | |
| Suzanne Floyd | | x |
| Walter Jones | x | |
| Nuala Lincke-Ivic | x | |
| Rick Mayock | x | |
| Margot Michels | x | |
| Clare Norris-Bell | x | |
| Karen Quitschau | X | |
| Sandra Ruiz | x | |
| Stella Setka | x | |
| Leslie Tejada | X by phone | |
| Tim Welch | x | |
| Adjunct Faculty | | |
| Eric Brach | x | |
| Lloyd Noonan | x | |
| Josefina Culton | x | |
| Ernest Young | x | |
| Secretary | | |
| Linda Rodriguez | x | |

1. Call to Order – 2:38PM**2. Acknowledgements and Announcements**

- a. C. Norris acknowledged L. Rodriguez for her support and assistance in helping her acclimate to her new chair duties.

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- Place new items in the “parking lot” for a future meeting agenda.
- Seek facts and data to inform discussions and decisions.

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- b. C. Norris acknowledged T. Welch for his work and support with the Queer and Allies Club.
- c. C. Norris acknowledged adjunct instructors L. Noonan and E. Young for their ongoing participation in the division meetings.
- d. C. Norris acknowledged professors S. Setka and S. Ruiz for their recent publications.
- e. T. Welch acknowledged A. Figueroa for her candidacy in the recent Language Arts Chair election.
- f. Dr. Jones recognized the Language Arts Division faculty for their overall cooperation and participation in numerous committees throughout campus.
- g. L. Alexander acknowledged A. Cuomo for his work on Program Review. She also invited faculty members to participate in the OER Fig.
- h. Please review the “norms” on our division template for possible changes/updates.

3. New Division Chair Stuff

- a. C. Norris – At any given time, we have numerous colleagues experiencing personal stresses and challenges of which we may be unaware. Please remember to treat each other kindly.
- b. Vice-Chair Selection – There are two types of vice-chair positions; elected and/or designated. Full time faculty members interested in declaring candidacy for vice –chair please notify C. Norris. Additionally, there will be some designated faculty named to assist with chair duties. Appointees will be eligible for supervision pay.

4. Discipline Day

- a. A broad range of faculty attended the discipline Day Summit. Discussion focused on the impact and implementation of AB 705. L. Tejada presented a workshop on the equitable syllabus.

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- b. K. Quitschau expressed concerns about the potentially negative impact on student learning outcomes for ESL students, resulting from the implementation of AB 705.

5. Committee Reports

- a. Academic Senate Report – A. Cuomo – Senate discussion focused upon professional standards, syllabi and classroom management. President Limbaugh has responded to the Language Arts Academic Senate Motion. He has requested that recommendations be more specific, i.e. recommended class sizes/caps, technology needs, etc. Please forward your recommendations to H. Bailey-Hofmann or A. Cuomo for forwarding to the President.
- b. Curriculum- L. Cordova – Curriculum Committee meets March 20, 2019. The process for COR updates will be a discussion topic in addition to SLO's. There are currently five specific SLO's requiring assessment.
- i. S. Setka will be taking the lead on the COR review for Literature.
 - ii. If you are currently developing curriculum you must attend Tech Review.
- c. Distance Ed. – A. Figueroa – Distance Ed. is working on an online handbook, which will present strategies on how to cluster, for courses with multiple objectives.
- d. Student Success – C. Norris – Dean A, Viramontes will submit a plan for closing equity gaps by June 2019.
- e. Guided Pathways – H. Bailey-Hofmann – Completion of Guided Pathways meta-majors are scheduled for June 2019.

6. Professional Learning –

- a. L. Tejada - Professional Learning Leadership Retreat meets Tuesday, March 26, 2019 at 3:15 PM

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7. AB705 Support – T. Welch – An online course for English 101/72 combo is in progress.

8. Workblock forms

- a. H. Gutierrez will attend a division meeting to to give a refresher course on how to complete workblock adjustments required by reassign time designations.

9. Letters of Recommendation –

- a. H. Bailey-Hofmann requested faculty input regarding letters of recommendation requested by students only taking 5 week classes.

10. Christopher Sweeten’s Listening Tour –

- a. The new dean of Counseling will be attending the Language Arts division meetings during April or May to listen to the concerns of the division and receive suggestions as to how counseling may support Language Arts students and faculty.

11. Faculty Publication Display

- a. Discussion focusd on how we can display and promote faculty publications for our campus.

12. Faculty Evaluations –

- a. If you are a full time faculty member and are interested and available to complete faculty evaluations, please contact Clare Norris ASAP.

13. Program Review

- a. Please assess if the goals set for your discipline last year have been reached. C. Norris will contact the Philosophy and Humanities instructors for their input. Also, please consider how to use Trac Dat to increase student persistence.

All remaining agends items tabled. Meeting adjourned at 4:13 PM.

Minutes completed by L. Rodriguez

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