

# LANGUAGE ARTS

**Division Chair**

Fran Leonard

**Division Vice Chair(s)**

Kim Manner

**Full Time Faculty**

Linda Alexander  
Kathy Boutry  
Holly Bailey-Hofmann  
Luis Cordova  
Josefina Culton  
Ana Figueroa  
Suzanne Floyd  
Fran Leonard  
Nuala Lincke-Ivic  
Kimberly Manner  
Rick Mayock  
Margot Michels  
Clare Norris-Bell  
Karen Quitschau  
Nancy Sander  
Stella Setka  
Alice Taylor  
Leslie Tejada  
Tim Welch  
Rachel Williams

**Curriculum  
Committee Rep**  
Nuala Lincke-Ivic

**Academic Senate Rep**  
Luis Cordova

**Adjunct Rep**

**Instructional  
Assistant**  
Susan Fong

**Meeting  
Dates | Times | Location**  
**in GC 210 K, 1:00 pm**  
**unless otherwise noted.**

**Fall 2016:**

Aug. 25 Thurs., MSA 3  
Sep 19, Mon., 2:30  
Oct 18, Tues.  
Nov 21, Mon., 2:30

**Spring 2017:**

Feb. 27, Mon, 2:30.  
Mar 21, Tues.  
Apr 19, Wed. 2:30  
May 11, Thurs.

## AGENDA

Thursday, August 25, 2016

1:00 p.m. - 3:00 p.m., MSA 3

- I. Welcome and Confirmation of the Agenda
- II. Introductions, Announcements & Acknowledgements
- III. Approval of Minutes
- IV. Our "Can Do" List
  - A. Division Reps' Terms
  - B. Adjunct Rep Election; Senate Rep Election; Curriculum Committee
  - C. Reports from Conference Attendees
  - D. Student Success, C. Norris
  - E. ESL – A. Tom-Miura
- V. Disciplines Meet to go over discipline course SLOs
  - A. Curriculum Committee, BR 6204
- VI. Details – syllabi, division meetings, etc.
- VII. Future agenda items

- 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
- Speak to an issue only once
- 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.
- Seek facts and data to inform discussions and decisions.



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