

LANGUAGE ARTS

Language Arts Division Meeting – Monday, September 18, 2017 GC 210K

Division Chair

Fran Leonard

Division vice Chair

Kim Manner

Division Secretary

Linda Rodriguez

Full Time Faculty

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

Curriculum Committee

Reps

Sandra Ruiz
 Stella Serka

Academic Senate Rep

Nuala Lincke - Ivic

Adjunct Rep

(Vacant)

Instructional Assistant

Susan Fong

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	By phone	
Fran Leonard	x	
Nuala Lincke-Ivic	x	
Kimberly Manner	Reassigned	
Rick Mayock		X
Margot Michels	x	
Clare Norris-Bell	x	
Karen Quitschau	x	
Sandra Ruiz	x	
Stella Setka		X
Leslie Tejada	x	
Tim Welch	x	
Adjunct Faculty		
Lloyd Noonan	x	
Linda Watts	x	
Anne winter	x	
Ernest Young	x	
Secretary		
Linda Rodriguez	x	
Guests		
Walter Jones	x	
Jeanene Ames	x	

Meeting

Dates | Times | Location
 In GC 210 K

Unless otherwise noted:

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August 24, Thurs. Flex Day
 after lunch

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1. The meeting was called to order at 2:33 PM

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- Seek facts and data to inform discussions and decisions.

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- a. Welcome remarks by Division Chair – F. Leonard
- b. Roundtable staff introductions
- c. T. Welch acknowledged F. Leonard for her open availability and responsiveness to faculty needs and requests.
- d. S. Ruiz acknowledged A. Figueroa for her commitment to both faculty and students of the Spanish language component, and for her collaboration in curriculum development.
- e. A. Winter acknowledged L. Rodriguez for her responsiveness to faculty requests, and for providing answers and information in a timely manner.
- f. K. Quitschau acknowledged S. Fong for her excellent work and her commitment to the students in the Writing lab, and expresses regret over her departure.
- g. C. Norris-Bell extended thanks to the faculty for their kind birthday wishes and acknowledgements and decorating her office door.
- h. A. Cuomo acknowledged K. Quitschau for her kindness and assistance in helping him acclimate to his new position in Language Arts.
- i. Language Arts has acquired a new Chromebook for departmental use.
- j. There will be a Transfer Fair Monday, September 18, 2017 in front of the CE building. In addition, M. Michels provided handouts concerning the Transfer Honors Program.

3. Minutes Review

- a. The minutes of the August 24, 2017 were distributed, reviewed and approved without changes.

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4. Vice- Chair Election – L. Cordova

- L. Cordova expressed his interest in serving as the Vice-Chair of the Language Arts Division. He addressed the staff as a follow up to an email he submitted to the faculty regarding his interest and qualifications.
- Vote taken by a show of hands. L. Cordova elected as the Vice-Chair of Language Arts. The vote was unanimous.
- L. Cordova accepted and thanked the faculty for their confidence, followed by brief remarks and an invitation to voice any concerns which they desire to have addressed. F. Leonard expressed her appreciation for Luis' willingness to run and to assist the division ably as vice chair.

5. FPIP Application – Action Item

- Application and proposed schedule passed to faculty for review and feedback.
- The necessity for this position is based on Program Review data, and must be endorsed by the Division
- Do we have support to establish this position? Q & A.
 - Q. - N. Lincke-Ivic- Will there have to be cuts in the discipline offerings once release time obligations are fulfilled? A. Many faculty, esp. in English provide valuable assistance and expertise to college projects and these warrant re-assigned time. This trend will most likely continue.
 - S. Floyd expressed concern regarding current plans to eliminate English 28 courses and the number of adjuncts currently on the lists.
 - F. Leonard indicated English 28 courses would be replaced with English 100 courses. In addition, Title 5 requires Districts faculty ratios be 75% F/T to 25% adjuncts.
 - The Division unanimously endorses the FPIP application for English by a show of hands.

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- a. N. Lincke-Ivic indicated she did not have the report available and would send it to the faculty via e-mail.
- b. To follow up on items from the Senate on the meeting agenda, F. Leonard explained that the Division Report to the Senate is proposed for Nov. 14. Disciplines within the division will have a couple of minutes to report to the Senate plans for student engagement, innovation, dialogue and documentation. The focus is on student success.
- c. Noticed Motion. The Senate will be considering a new Grants Policy. Appendix A for WLAC Grants policy and a copy of the LAVC Grants Policy and were distributed for review and consideration. Discussion focused on the stringency of Grants requirements and how they may or may not fit into curriculum standards.
 - i. Concerns voiced were that faculty/staff would be discouraged from filing for grant monies.
 - ii. What are the costs to the college?
 - iii. Should the college employ professional grant writers?
- d. Noticed Motion: To initiate Program Viability studies of Arts and Music disciplines under the auspices of EPSC.
 - i. Do these disciplines have sufficient enrollment?
 - ii. Will available resources be shifted to other areas?

7. Student Success – C. Norris-Bell

- a. Improvement of Basic Skills Sequence handout provided by C. Norris-Bell indicates a good percentage of increase over a three-year period.
- b. Invitation to participate in Student Success. Meetings are at 3:00 pm on the first Wednesday of the month.

8. Writing Lab – J. Ames

- a. Writing Lab Usage Policy handout distributed.
- b. OWL (Online Writing Lab) is being replaced by NetTutor

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- i. S. Floyd feels that NetTutor discriminates against the online student and denies them the option of building relationships with their tutors.
- ii. K Quitschau indicated NetTutor gives inappropriate and inadequate feed- back to students. Denies possibility of Online Drop-in services.
- iii. N. Lincke-Ivic wants to know how much detail NetTutor is able to provide. Suggested adding embedded tutors to Canvas, where they can access assignments.
- iv. C. Norris-Bell asks what the standards are, do NetTutors have the assignments available to them for review and expressed concern over the lack of critical interaction.
- v. The faculty requested that J. Ames speak with A. Tom-Miura about the concerns raised and about reconsidering OWL.
- vi. J. Ames will follow up with S. Floyd regarding discussion of perceived needs.

c. Informational – There are Tablets for use in the Learning Center

9. Evaluations

- a. Probationary tenure track and adjunct evaluations need to be completed. We are recruiting evaluators. Training is available.
- b. An assessment of “Needs to Improve” or any items indicated as needing improvement require an improvement plan to be attached as well as follow-up.
- c. H. Bailey-Hofmann suggests letting evaluatees know that an improvement plan is necessary.
- d. L. Cordova – Per ACCJC – Participation in SLO assessment should be the only criteria for evaluations. This is being considered, but is not yet specified.
- e. H. Bailey-Hofmann- SLO’s are a contractual obligation on current evaluations.
- f. L. Cordova to follow up and get clarification.

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- a. Participated in the National Endowment for the Humanities Institute this past summer with a cohort of 21 students.
- b. Focus was on Pre 1950's activism. Boycotts of Public transportation and Protests over "The Birth of a Nation."
- c. Reading Apprenticeship – Traditional vs. innovative approaches. Report on Pedagogy/Curriculum Project for 2017 NEH Institute. Handout – *Reading to Learn or Learning to Read? Engaging College Students in Course Readings* distributed to faculty.
 - i. Discussion items: The New Jim Crow vs. The Old Jim Crow
 - ii. The relationship between literacy and power
 - iii. Educational Equity

Meeting adjourned at 3:55 PM followed by Birthday Cake for September and upcoming October Birthdays.

Individual discipline meetings scheduled to reconvene immediately after the break.

English Discipline Meeting Reconvened at 4:05 PM – Discipline

members present: Luis Cordova, Clare Norris-Bell, Leslie Tejada, Linda Watts, Holly Bailey-Hofmann, Nuala Lincke-Ivic, Suzanne Floyd (by phone) and Tim Welch (late arrival). Secretary-Linda Rodriguez

1. SLO Dialogue

- a. L. Cordova – SLO handout – discussion regarding English 28.

2. English Acceleration and Distance Ed.

- a. Acceleration pedagogy – Instructors must keep relationship with the student
- b. How do we execute basic skills online?
- c. Co-Requisite Model for English 101 would add an additional hour. Is the additional time necessary?

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- d. H. Bailey-Hofmann suggests developing an Online English 100 pilot course to decide the necessary elements as well as pertinent group projects. A group will explore the possibilities. Members include N. Lincke-Ivic, H. Bailey-Hofmann, T. Welch, L. Tejada, and L. Cordova. S. Floyd declined the invitation to participate.
- e. L. Tejada suggests a hybrid English 100 with the online portion focused on the Co-Requisite to allow for additional interaction with students. Instructors should be Acceleration trained.
- f. N. Lincke-Ivic Indicates English 100 and English 28 COR's need review.

3. Recommendations

- a. Archive English 21 effective fall 2018.
- b. Retain all English 28 sections on campus and online until an online English 100 is ready for use.
- c. Further discussion concerning English 28 to be tabled until there is more information available and appropriate time for consideration.

Meeting adjourned at 4:43 PM
Minutes completed by L. Rodriguez

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