

**LANGUAGE ARTS**

**Division Chair**  
Katherine Boutry

**Division vice Chair**  
Clare Norris-Bell

**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  
Karen Quitschau  
Sandra Ruiz  
Stella Setka  
Leslie Tejada  
Tim Welch

**Curriculum Committee Reps**  
Sandra Ruiz  
Iris Maybruck

**Academic Senate Rep**  
Anthony Cuomo  
**Adjunct Rep**  
(Vacant)

**Instructional Assistant**  
(Vacant)

Language Arts Division  
Minutes  
September 17, 2018  
2:30-4 pm  
GC 210K

Full-Time Faculty	Present	Absent
Linda Alexander	x	
Kathy Boutry	x	
Holly Bailey-Hofmann		x
Luis Cordova	x	
Anthony Cuomo	x	
Ana Figueroa		x
Suzanne Floyd		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	
Tim Welch	x	
Adjunct Faculty	x	
Richard Kaplan	x	
Yunsook Kim	x	
Jeremiah Allen	x	
Lloyd Noonan	x	
Anne Winter	x	
Mark Wallach	x	
Secretary		
Linda Rodriguez		x

**Meeting**  
**Dates | Times | Location**  
2:30 pm in GC 210 K

**Unless otherwise noted**  
**Fall: 2018**  
September 17, 2018  
October 17, 2018  
November 14, 2018

**Spring: 2019**  
February 20, 2019  
March 18, 2019  
April 17, 2019  
May 20, 2019

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- I. Acknowledgements, Announcements
  - A. Student worker Mya Burris was introduced (Tu/Th 9:30 am -1 pm and M/W 2-5 pm)
  - B. N. Lincke Ivic announced the Creative Writing Club. Club leadership has argued that Math is creative, so they suggested some extra credit opportunities for math instructors to apply in their classes. She has connected with a Culver City newspaper.
  - C. Stella Setka was acknowledged for her hard work on English 72 COR on behalf of the AB705 Taskforce.
  - D. Luis announced that SLO assessments will be due at the end of the semester for all sections of 35 courses offered in this division. The next assessment workshop is coming up on September 21 at noon. Language Arts SLO facilitators are Stella Setka and Jeremiah Allen. Assessments are due on the date grades are due.
- II. Minutes of August 23, 2018 meeting
  - A. Stella Setka and Sandra Ruiz are no longer Curriculum Committee reps.
  - B. FPIP Applications, the vote in agreement with forwarding the applications should be added.
  - C. Division meeting dates are posted in the division workroom.
- III. DSPS Test Proctoring – Clare
  - A. C. Norris-Bell demonstrated the test proctoring request mechanism on PeopleSoft rosters.
- IV. Language Arts Division Goals and Vision 2018-19 (report out)
  - A. K. Boutry is required to come up with goals. She pointed out “Why” statements from the August division meeting.
  - B. N. Lincke Ivic suggested sharing our courses online.
  - C. One possible goal: best practices share out at each meeting. How do we know if it’s making a difference?
  - D. Another measurable goal might be to increase staff by applying for full time faculty through the FPIP process.
  - E. She asked that faculty think about possible goals. This is our chance to redefine ourselves.
  - F. Sandra Ruiz is working on Chicana/Chicano Studies program.

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## V. "PL/Pedagogy Share-Outs" (Sandra and distribute calendar)

- A. S. Ruiz shared a class activity from Rosina Lozano's book, *The History of Spanish in the United States*. Students read parts of the introduction and discuss it. She discussed the current and previous political implications of language use in the US. She used it in her online class using a Wiki.
- B. K. Quitschau updated members of the division on the state of the affairs for ESL. She is attending Discipline Day on Friday, September 21 to learn more. Some other LACCD campuses have larger ESL programs. Implementation is set for fall 2020. Students must complete an ESL program in 3 years. ESL is considered more akin to foreign languages than Basic Skills English. There is an interest in making ESL classes fulfill foreign language requirements. Discussion ensued of ESL 1A, a transfer-level ESL class equivalent to English101. The ESL Placement Test still acceptable until further notice, but West is no longer using Accuplacer. She expressed concern about the lack of an assessment instrument to identify and place ESL students. Noncredit options were discussed, and she expressed concern about replacing credit with noncredit courses.
- C. L. Tejada brought up the guided self-placement document from UC Riverside and recommended that members of the division review that document.
- D. T. Welch pointed out that our matriculation office will still be in charge of placing students and suggested that she ask what other campuses are doing about assessment.
- E. N. Lincke Ivic brought up the option of online adaptive learning (CAI) to accommodate a diversity of levels.
- F. K. Boutry recommended that we pay close attention to noncredit ESL offerings.

## VI. Committee reports

- A. The Student Success Committee met and discussed the English 20A assessment error. C. Norris-Bell also brought up the question of what will happen to the college's English 20A offerings in light of the changes coming as a result of AB 705. K. Boutry reported that there are 2 late-start English 101 classes and one online late-start English 100 class being offered to address the needs of the students affected by the assessment mistake.

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- VII. Academic Senate Report (Anthony)
- VIII. Curriculum Committee Rep needed (Iris) for this Wednesday 9/19
  - A. Iris Maybruck has volunteered to serve as the division rep for the Committee. K. Boutry pointed out that also having a full time faculty member to represent the division is critical.
- IX. Eng. 72 and AB 705 Co-Requisite Group, (T. Welch)
  - A. English 72 sidecar class is being developed. Every student enrolled in English 101 must be given the option to take an English 72 section.
  - B. It is a 1-unit class that meets 2 hours per week.
  - C. S. Setka developed the COR in collaboration with other team members. The course will be piloted in the spring. The group must work out details.
- X. Faculty Evaluations: (SLOs, Flex, Committees)
  - A. K. Boutry reminded faculty of all the requirements for faculty evaluations, especially committee participation and
- XI. 2018-19 Division Meetings (see dates in sidebar)

Respectfully submitted, Clare Norris-Bell