

# LANGUAGE ARTS

**Division Chair**

Fran Leonard

**Division Vice Chair(s)**

**Full Time Faculty**

Linda Alexander  
Kathy Boutry  
Holly Bailey-Hofmann  
Luis Cordova  
Josefina Culton  
Suzanne Floyd  
Fran Leonard  
Nuala Lincke-Ivic  
Kimberly Manner  
Margot Michels  
Clare Norris-Bell  
Karen Quitschau  
Nancy Sander  
Leslie Tejada  
Rachel Williams

**Curriculum  
Committee Rep**

Nuala Lincke-Ivic

**Academic Senate Rep**

Luis Cordova

**Adjunct Rep**

Nancy Goldberg  
Christopher Salisbury

**Instructional  
Assistant**

Susan Fong

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

**Fall 2015:**

Aug. 27 Thurs.-1:30 pm,

GC 240

Sep 21, Mon.

Oct 20, Tues. 2-4

Nov 23, Mon

Dec 8, Mon

**Spring 2016:**

Feb. 16, Tues.

Mar 14, Mon.

Apr 13, Wed.

May 17, Tues.

## AGENDA

Monday, November 23, 2015

1:00 p.m. - 3:00 p.m., GC 210K

- I. Welcome and Confirmation of the Agenda
- II. Introductions, Announcements & Acknowledgements
- III. Approval of Minutes
- IV. Our "Can Do" List
  - A. California Assessment Initiative Update, N. Sander
  - B. One College/One Book, N. Sander
  - C. Writing Lab, S. Fong
    - 1. Tutor training
    - 2. Professional Learning
    - 3. Update on Tutor Budget
  - D. Student Success, C. Norris
  - E. Collaboration – Non-credit, Allison Tom-Miura
- V. Reports from Committee representatives
- VI. Future agenda items
  - A. DSPS Tutoring, Dr. Duke

Wishing you a Happy Thanksgiving!



- 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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**Our Mission:** West Los Angeles College provides a transformative educational experience. West fosters a diverse learning community dedicated to student success.