

LANGUAGE ARTS

Division Chair

Fran Leonard

Division Vice Chair

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**
Sandra Ruiz

Academic Senate Rep
Nuala Lincke-Ivić

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.-1:30 pm,
MSA 3
Sep 19 Mon. 2:30
Oct 18, Tues. 1:-00
Nov 21, Mon 2:30

Spring 2017:

Feb. 27, Mon. 2:30
Mar 21, Tues. 1:00
Apr 19, Wed. 2:30
May 11, Thurs. 1:00

AGENDA

Monday, Sept. 19, 2016

2: 30 p.m. - 4:00 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. Tenure Review Committee members, evaluations and training, F. Leonard & K. Manner
 - B. Student Success, C. Norris-Bell
 - C. SLO assessments, L. Cordova
 - D. Lang Arts Division Report to Senate, Oct. 25th
 - E. RA FIG and One Book Schedule, N. Sander
 - F. RA in science and Math, N. Sander
 - G. Writing Lab Update, S. Fong
 - H. Reports from Conference Attendees
 - J. Learning Resources, J. Ames
- V. Disciplines Meet
- VII. Adhere to final exam schedule
- VIII. 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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