

Division Chair

Clare Norris-Bell

Division vice Chair

Anthony Cuomo

Division Secretary

Linda Rodriguez

Full Time Faculty

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

Curriculum Committee**Reps**

Luis Cordova

Academic Senate Rep

Anthony Cuomo

Adjunct Rep

(Vacant)

Instructional Assistant

(Vacant)

Meeting

Dates | Times | Location
 In GC 210 K

Unless otherwise noted**Fall: 2018****August 23, 2018****September 17, 2018****October 17, 2018****November 14, 2018****Spring: 2019****February 20, 2019****March 18, 2019****April 17, 2019****May 20, 2019****Language Arts Division Meeting – May 20, 2019 – 2:30PM GC210K**

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		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		
Lloyd Noonan	x	
Ernest Young	x	
Jeremiah Allen	x	
Linda Watts	x	
Guests		
Chase Selby	x	
Christopher Sweeten	x	
Secretary		
Linda Rodriguez	x	

Call to Order 2:35 PM.**1) Acknowledgements and Announcements**

- a) C. Norris acknowledged the following: M. Michels and A. Figueroa for hosting a European spread for the Language Arts faculty. A. Cuomo and L. Rodriguez for organizing an end of the year happy hour.

- Have a vision for our “desired” outcome
- Be present and committed to the task at hand
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- 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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- b) A. Cuomo, A. Figueroa, S. Ruiz, T. Welch and L. Tejada for assisting with vice-chair duties. L. Rodriguez for keeping the minutes and providing additional assistance to the chair. L. Cordova for attending the SLO Symposium. A. Cuomo and L. Cordova for their work on SLO's and the Curriculum Committee. She also acknowledged adjunct faculty who faithfully participate in division meetings.
- c) L. Watts acknowledged H. Bailey-Hofmann for her work on behalf of adjunct instructors. She also offered congratulations to C. Norris for her election as Language Arts Chair.
- d) H. Bailey-Hofmann acknowledged R. Mayock for playing Nietzsche for her World Lit 2 class.
- e) Congratulations to Dr. H. Bailey-Hofmann on the completion of her doctoral dissertation.

2) Minutes – April 17, 2019 division meeting minutes approved by consensus.

3) New Division Chair Stuff

- a) Jeanene Ames is our new full-time English Instructor
- b) Galleys for spring and winter are out. Thanks to the Language Arts faculty for their cooperation in updating their schedules.

4) Learning Support Update – Chase Selby

- a) There will be embedded tutoring for English and Math in the fall 2019 semester. Tutors will engage with multiple courses and will offer both in and out of class assistance. Student tutors must be enrolled in 12+ units to meet eligibility standards. There is a fillable application online, which indicates both job expectations and a work agreement. Tutors will receive training. Faculty may submit student recommendations through their campus email. Recommendation forms are located on the Learning Center website under Become a Tutor. Please keep recommendations simple when referring eligible candidates.

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5) Christopher Sweeten's Listening Tour – C. Sweeten came to discuss the changing roles of faculty and counseling in light of AB 705, Guided pathways and Meta majors.

- a) Faculty requests for counseling members to sit in on curriculum committee meetings.
- b) Information sharing.
- c) Inability of counseling to promote specific areas.
- d) Individualization in educational planning. Variations in transfer information based on where students want to transfer.
- e) **Partnerships** – Instructors who wish to collaborate with counselors regarding discipline advisement and Guided Pathways must extend an invitation to counseling a week in advance of the desired class presentation.
- f) **Student referrals regarding academic issues, classroom behaviors and mental health concerns.** Due to progressive discipline standards, when faculty report an issue regarding behavioral or mental health concerns, it is regarded as the first incident irrespective of how long the behavior has existed. There is a HEAT Team available, which consists of therapists and sheriffs personnel in the event, that faculty reports regarding violations of the student code of conduct require intervention.
- g) **Student Accountability** – It is up to the student to register and make appointments with DSPS counselors. Students must self-identify if they are in need of DSPS accommodation.
- h) **DSPS** – Instructors may upload exams for DSPS students in PeopleSoft, however there is no Audio assistance program available at this time.
- i) **Honors Programs** – The College is requesting Honors sections be offered by individual disciplines.

6) PL/Pedagogy Share-Outs and Student Learning – Tabled

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7) Division Website Workgroup – We are requesting a representative from each discipline to update the Language Arts webpage. Please contact Anthony Cuomo about collaborating on this project.

8) Committee Reports

- a) Professional Needs Survey – L. Tejada will be contacting the faculty to participate in this survey regarding Flex-week activities.
- b) Academic Senate –A. Cuomo – Language Arts must elect an adjunct representative to vote in the Academic Senate elections. AS representative should review, hiring committee updates.
- c) Curriculum And SLO's – L. Cordova - There will be an SLO Symposium next semester in order to mainstream dialogue regarding SLO's. Current participation is at 90%. Nuala volunteered to do the assessment for English 127. Humanities 60 needs assessment. As of the end of fall 2018 assessments for English Lit courses 204, 206, 209 and 239 as well as French 2 are completed. Philosophy 8-41 and Spanish 004 need assessments for spring 2019.
- d) Curriculum – A. Figueroa – Curriculum committee has approved a new delivery strategies form as well as DE Addenda. Editing of the online handbook is complete and will be on the agenda at the next Academic Senate meeting. Spanish will utilize a survey to address IGETC and CSU requirements.
- e) Student Success – Vered Mirmovitch is the new Co-Chair of the Student Success committee.
- f) Guided Pathways – Preliminary Meta-majors are scheduled to be completed over the summer.9

9) Courses to be Promoted

- a) Environmental studies – Philosophy 28 –Environmental Ethics
- b) Comm Studies 122 – Online - Intercultural Communication
- c) French, as well as the French film festival

10) Program Course Sequencing – There will be new rotations for fall.

- a) **Meeting adjourned at 4:10 PM – Minutes completed by Linda Rodriguez**

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