

**LANGUAGE ARTS**

**Language Arts Division Meeting, April 17, 2019- GC210K -2:30PM**

**Division Chair**  
Clare Norris-Bell

**Division vice Chair**  
(Vacant)

**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  
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

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 by phone	
Sandra Ruiz	x	
Stella Setka	x	
Leslie Tejada	X	
Tim Welch	x	
<b>Adjunct Faculty</b>		
Anne Winter	x	
Lloyd Noonan	x	
<b>Ernest Young</b>		
<b>Secretary</b>		
Linda Rodriguez	x	

**Call to Order - 2:40PM**

**1. Acknowledgements and Announcements**

- a. C. Norris-Bell thanked all the Language Arts faculty/staff for the ongoing donations of coffee, dish soap, air - freshener, etc., which are provided for everyone's use and enjoyment.

- 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
- 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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- b. C. Norris-Bell acknowledged T. Welch for collecting questions from the faculty for a meeting with counseling regarding how to assist our students. She also acknowledged him for initiating CCCConfer contact for the meeting.
- c. L. Rodriguez acknowledged C. Norris for how quickly she has assumed her role as chair and taken responsibility for getting things done.
- d. A. Cuomo acknowledged K. Quitschau for taking the initiative to call in so that she would take part in the meeting.
- e. T. Welch acknowledged L. Rodriguez for setting up CCCConfer access for Language Arts.
- f. A. Winter acknowledged K. Dawson for traveling for three hours from Semi-Valley to attend the meeting.
- g. Announcement – L. Noonan – Judging for the student Poster Showcase will be taking place May 13-15. Please contact Mary Hardy if you would like to participate as a judge.
- h. K. Boutry announced that the Creativity Conference is April 27, 2019 from 10:00AM-3:00PM. Please register ASAP if you plan to attend. Certificates for Creativity will be issued for the first time at this year’s WLAC graduation ceremony.

**2. Minutes - March 18, 2019 Division Meeting Minutes –Approved****3. New Chair Stuff**

- a. Norms – reviewed. Discussion ensued about the Norm “Speak to an issue only once,” and the group came to a consensus to delete that norm.
- b. Petitions for Credit – Tabled.
- c. Chats with the chair – Please schedule an appointment.
- d. Chair Office Hours – Updates and changes will be on the office door of 280M every Monday.

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- e. Next year's division meetings – The group present agreed that the Monday/Wednesday rotation worked for their schedules.
- f. Division Web Site – C. Norris will follow up.
- g. Fall scheduling will continue & Spring Galley's will be out May 6, 2019.

**4. Vice Chair Selection** – A. Cuomo is the nominee for designated vice-chair.

- a. Ballots circulated and collected. K Quitschau voted by phone.
- b. Count by K. Boutry – 14 yes votes, 1 abstention, and 1 person left the meeting.
- c. A. Cuomo was elected vice-chair of Language Arts and will receive a 0.2 paid assignment. Congratulations to Anthony!

**5. Committee Reports –Academic Senate - A. Cuomo** –Equipment and class capping recommendations for Student Success to the Senate President.

- a. Computers with cameras for online teaching, USB clickers, etc. Requests for two computer banks. Class Caps: English and Math classes currently capped at 40 are requesting a reduction to 25. This proposal includes composition courses as well as ESL. Upcoming Chicano Studies courses as well as all other Social Justice courses are requesting a cap of 30. Humanities courses are requesting a cap of 35. Further discussion regarding consistency between departments is tabled until the next meeting.
- b. Curriculum-(L. Cordova) There may be a new curriculum data base system in fall 2019.
- c. Distance Ed.
- d. Student Success (C. Norris) The committee is working on an Equity Plan.

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e. **Guided Pathways (H. Bailey-Hofmann)** The team has completed the card sorts. This information will go to Divisional Council for review. Subsequently the council will vote on the Meta Major recommendations. This vote is scheduled for May; however, it may be delayed until July for subsequent program mapping.

**6. Christopher Sweeten' Listening Tour** – T. Welch distributed a handout – Language Arts will submit questions in advance so that they may be addressed at our upcoming meeting.

**7. Pedagogy Share outs**

- L. Alexander – SLO'S
- N. Lincke-Ivic – Video share

**8. Program Course Sequencing** – Please reach out to colleagues, as there is no formal process at this time.

**9. Professional Learning** – L. Tejada – There will be a training by J. Allen scheduled during summer 19, regarding English 101 and English 72 support combinations.

**10. Informal Class Observations** – If you are interested in doing class observations among your colleagues, please schedule visits for the upcoming fall semester.

**11. Faculty Publication Display** – Congratulations to Dr. Sandra Ruiz and Dr. Katherine Boutry on their recent publications. L. Rodriguez will create a display of their works in the Language Arts Lobby.

- Work Shopping the Essay** -N. Lincke-Ivic is in the process of completing a 7-10 page essay on liberal pedagogy.

Meeting adjourned at 4:05PM

Minutes completed by L. Rodriguez

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