

LANGUAGE ARTS

AGENDA

Lunch is provided.

Monday, December 9, 2013

1:00 p.m., GC 210K

Division Chair

Fran Leonard

Division Vice Chair(s)

Full Time Faculty

Linda Alexander
 Kathy Boutry
 Holly Bailey-Hofmann
 Luis Cordova
 Suzanne Floyd
 Fran Leonard
 Nuala Lincke Ivic
 Kimberly Manner
 Clare Norris
 Karen Quitschau
 Nancy Sander
 Rachel Williams

**Curriculum
 Committee Rep**
 Nuala Lincke-Ivic

Academic Senate Rep
 Luis Cordova

Adjunct Rep
 Nick Smith

**Instructional
 Assistant**
 Susan Fong

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|------|---|----------------|
| I. | Confirmation of the Agenda | |
| II. | Minutes of the November 18, 2013 meeting | 7 min. |
| III. | Announcements & Acknowledgements | |
| IV. | Reaffirmation of Meeting "Rules of Operation"
and Agreed-to Rotation for Class Selection | 5 min. |
| V. | Our "Can Do" List – Following up | |
| | A. SLO Assessment Calendar (ESL, CS, English) | 30 min. |
| | B. Best Practices – Share Effective Strategies | 15 min. |
| | C. Re-Imagining English 21 | 10 min. |
| | D. Writing Lab & Learning Skills | 8 min. |
| | E. Committee Reps' Reports | 5 min. |
| | F. Literature Rotation | <u>10 min.</u> |
| | | 90 min. |

**Meeting
 Dates | Times | Location
 in GC 210 K**

Fall 2013: Sep 11 - 1 pm,
 Sep 19 2 p.m., Oct 15 3 pm,
 Nov 6 1 p.m., Nov 6 2 pm

Spring 2014

- 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.

