

English Department Meeting Minutes March 21, 2024

In-Person Attendance: Jennifer Annick, Rose Ann Cerofeci, Matthew Cheung, Tom Cody, Susan Corbin, Dana Crotwell, Sean Donnell, Ashley Gallagher, Elise Geraghty, Christopher Glover, Chelsea Henson, Lyman Hong, Nida Husain, Mary Ann Leiby, Peter Marcoux, Michael McDermit, Jeff McMahon, Stephanie Merz, Chris Page, Michael Reyes, Stephanie Schwartz, Jocelyn Shaw, Darrell Thompson; **Other:** Lucas Maldonado (ASO); **Division Office:** Scott Kushigemachi, Allison Carr, Erica Soohoo

Zoom Attendance: Stephanie Burnham, Suzanne Gates, Brent Isaacs, Elayne Kelley, Anna Mavromati Duncan, Rhea Lewitzki, Mora Mattern, Christina Nagao, Shane Ochoa, Bruce Peppard, Jane Sandor, Adrienne Sharp, Sarah Leinen (PT), Sumino Otsuji (PT), Cindy Tino-Sandoval (PT); **Other:** Rocio Diaz (Counselor)

Absences: Erica Brenes (sabbatical), Kevin Degnan (school business), Rachel Williams, (sabbatical)

General Business:

- Myriad Submission Deadline – April 5th (Anna)
- Lateral Reading (Pete)
 - Pete shared information on lateral reading, which he learned is a better way to evaluate sources. He encouraged faculty to check out the [Library Resources](#) page of The Lounge on the ECC website for additional information on teaching lateral reading.
- Book Recommendation: First Gen by Alejandra Campoverde (Pete)
- Cherry Blossom Festival – April 2nd from 1:15-2:15 p.m. at the SJC (Rhea)
 - Rhea encouraged faculty to attend the Cherry Blossom Festival where there will be Okinawan drum performers and haiku poetry readings.
- 6th Annual ECC Slam Poetry Competition – April 23rd at 1:15 p.m. at the SJC (Rhea)
 - Now accepting submissions from students. Deadline for submissions is Friday, March 29th.
- Brown Bags (Allison)
 - Allison informed faculty that the first Brown Bag session will be Tuesday, April 2nd from 1:15-2:15 p.m. Faculty interested in presenting for future sessions should email Allison.
 - Faculty will receive flex credit for attending sessions, and double flex credit for presenting.
- AI Usage Policies (Allison)
 - Allison emphasized that faculty need to be clear on the policy of AI usage. Any faculty who have a sample policy to share should email it to Allison.
- Chromebook Cart Reminder (Allison)
 - Allison reminded faculty to be careful with the Chromebook carts and to remember to close the doors and handles when returning carts to avoid damaging them.
- Furniture Reminder (Allison)
 - Allison reminded faculty to be good roommates and to return the desks to the original layout to ensure ADA compliance.
- AAT Update (Scott)
 - Scott shared updates to the Transfer Model Curriculum (TMC), and informed faculty that language classes must articulate with Cal-GETC.
 - Proposed changes to the AA-T included:
 - Add ENGL-27 (Children's Literature) to List B
 - Add ENGL-23A (Intro to Creative Nonfiction) to List B
 - Remove level 1 language classes (e.g., CHIN-1, FREN-1, etc.) from List C
 - Add ENGL-90 (Comics as Literature) to List C
 - Add ENGL-42 (Chicano and Latino Literature) to List C
 - Add ENGL-46 (Sexualities, Identities, and Literature) to List C

- Proposed changes to the AA included:
 - Add any missing Creative Writing/Literature classes to the bottom category
- Pete motioned to approve the changes. Chris P. seconded. Faculty approved with no objections.
- Scott asked for volunteers to assist with working on the changes through the curriculum process. Pete Marcoux and Sarah Leinen volunteered.
- Travel Requests (Scott)
 - Scott reminded faculty that the district travel form must be filled out for any travel where faculty are representing the district. The form must be submitted 2 weeks in advance.
- EICo Chats Featuring [Darrell Thompson](#) (Scott)
- Puente Updates (Scott, Shane, Anna, Michael)
 - Michael Reyes will serve as the next coordinator beginning in Fall 2024.
 - Scott shared the rotation schedule for Puente coordinators to share the responsibility in future years.
- Teaching Academy for Continuous Learning (Scott)
 - Faculty were encouraged to join the Teaching Academy for Continuous Learning (TACL) which will be held over the Summer and Fall 2024 semesters. The summer session will be on campus from 6/24-6/28. Any faculty interested in participating should email Allison.
- Student Accommodation Links (Jeff)
 - Matt will email a video created by the SRC to Allison to send out to faculty for guidance on the process. For additional questions/guidance, email Gary Greco.

Updates:

- Academic Senate (Stephanie B., Shane, Kevin, Brent, Sean)
 - See updates from the last meeting in the email summary and contact Senate reps for questions.
- AFT/Union (Shane, Susan, Elayne, Mora, Sean)
 - Stephanie M. provided an update regarding meetings with VP Lopez about class size reductions.
 - Mary Ann shared that the Insurance Benefits Committee wants faculty to be aware that the college will be researching benefits options. Faculty with any input or feedback for the committee should email Mary Ann or Shane.
 - Susan encouraged faculty to attend the Board of Trustees meeting this evening.
- ASO (Llenny, Emily, Lucas)
 - Lucas asked faculty to share with their students that election petitions for ASO are due by 11:59 p.m. tomorrow (Friday, 3/22). Contact Lucas for additional information.
- Counseling (Sabra, Rosa, Amy, Rocio)
- DCC (Chelsea, Matt K.)
 - Chelsea confirmed the status of the English 24A review, and Dana acknowledged that it is complete.
- Guided Pathways (Argelia, Chris P.)
 - Chris P. told faculty that Argelia may reach out to faculty about joining the Success Team and encouraged faculty to join.
 - Chris P. informed faculty that the “English 1A Let’s Conquer It” series will be offered again with Chris G. in the RWS, and he encouraged faculty to volunteer to help with tutoring. Flex credit is available for volunteers.
- SLO (Andrew, Elise)
 - Nida Husain will be the new SLO Facilitator for English starting in Fall 2024
 - SLO Report Results (Chris P. for Kevin)
 - Chris P. shared that there was an improvement in SLO #2 for English 1A and a decrease in the equity gap for black male students. He informed faculty that there will be a review of the process for the English 1AS assessment, and that there was a 10% higher success rate for students who received support from the college. He encouraged faculty to invite support services to present in their classes.

- New SLO Timelines (Elise)
 - Courses assessed every other spring (ODD YEARS):
 - 15A, 15B, 24A, 27, 36, 40B, 42, 48, 98, Humanities 1
 - Courses assessed every other fall (EVEN YEARS):
 - 25A, 25B, 35, 40A, 43
 - Courses assessed this semester SP 24 (leads needed)
 - English 1B (Ashley Gallagher)
 - English 1BH (Ashley Gallagher, Jocelyn Shaw)
 - English 1C (Kevin Degnan)
 - English 1CH (Tom Cody)
 - English 20 (Chelsea Henson)
 - Courses that have not been offered in a while (28, 31, 32, 44) will be assessed next time they are offered and can then go to the every two years timeline.