

English Department Meeting Minutes / Thursday, October 31, 2019

School Business

- College Night Tuesday 11/12: Ashley G. will be representing English programs (Creative Writing and Literature programs).
 - Fliers are finished or almost finished for Creative Writing and Literature.
- Cornerstone: Cornerstone is up again.
- Dean Breckheimer thanked Anna M. for getting the ball rolling on faculty partnership program.

SLOs

- Mora secured leads for ENGL 1A, ENGL 1AS, and ENGL 1AH.

Overload Opportunity

- English 1C – 1C course available starting this week; Jeff M. offered to contact a friend who is willing to take the emergency position.

Class-Size Reduction Update

- Per the prior discussion, class reduction is still a goal, but according to Dr. Shankweiler, a rubric must first be developed to evaluate requests to reduce class size.

Zero-Textbook Cost

- Scott K: fill out the ZTC Google form if your class qualifies for ZTC.
- Chelsea H: requiring blue examination books and scantron forms is not ZTC compliant?
 - Christina N. will follow up on whether this is the case. There is a proposal to come up with a low-textbook cost designation.

Guided Pathways:

- Chris P. asked faculty members to rank proposals on a name for our meta-major.

Chromebook Carts

- Pete Marcoux: Carts are in high demand.
- To faculty: please log off from classroom computers instead of shutting them down. It takes too much time to start the computer.
- New version of Microsoft Office (Office 365) has great accessibility tools. For example, in the “immersive mode,” the program will read out loud the Word document in various languages.

Quick Share

- Chelsea: two strategies that Chelsea H. would like to share.
 - For peer review sessions organizes students into groups based on how much they wrote. E.g., 0-1, 2-3, 4-5. This approach makes for slightly more equitable group formation.
 - Administered a group quiz, and found the strategy to be effective.

Evaluations

- Associate Dean Scott K.: Student survey results should be released soon.