

**Journalism Department Meeting**  
**Monday Oct. 12, 2020**

- Adobe License
  - Provided too late in the semester
  - An instructional problem when that's the basis for all production classes
  
- LA Times subscriptions
  - Won't start until Nov. 1, and we will need them again for Spring 2021
  - Charlotte sent the invoice to Purchasing on Aug. 24
  - Debra emailed and will follow up again
  - Delay likely to have a significant impact on SLOs
  
- ACP/CMA conference update
  - 19 students plus Kate and Stefanie are attending
  - A lot of top award nominations—an incredible accomplishment
  
- LA Times/Scripps Howard Foundation grant update
  - Didn't get it
  - Will continue to work with the LAT
  - Meeting with the Latino caucus tomorrow
  
- FWS student worker: problem resolved, but no hire
  
- Equipment
  - MacBooks
    - Strong Workforce providing 10
    - Apply for Guided Pathway funding, too?
      - Debra will follow up
      - **Nov. 6 deadline**
  
- Student Media Digital Archive Update
  - Debra connected with Crystle
    - Deb suggested a meeting, possibly afternoon of Oct. 27
  
- Connect, thrive, and grow (the all-counselor meeting)
  - Oct. 21 at 10:30 a.m.
  - Kate and Stefanie will present
  - Would also like to pay Roderick to do a video using Guided Pathways dollars
    - Scott sending a template from GP for programs
    - Scott will forward the video info to Stefanie
  
- Division load meeting
  - New form to fill out to reduce caps in production classes
    - Eagerly awaiting form and chance to achieve parity
    - Debra reached out to Jean Shankweiler
      - Needs to go through consultation with divisions and faculty, and likely College Load, which meets in November

- Missing student story and support from college PR/Marketing Dept.
  - For the first time in 15 years, the college shared a story by The Union with the community
    - Debra will talk to the PR/Marketing Department about it and try to encourage continued promotion of students' work
  
- Journalism Department Survey
  - Questions are finalized
  - Ryan needs contact info
  
- List of prospective students for recruitment
  - Maybe a list of majors: Communications, Business, English, others
  - Send them a personalized recruitment letter