

**El Camino College Humanities Division
Academic Strategies Meeting Minutes
December 5, 2013**

In attendance: Mimi Ansite, Elise Geraghty, Brent Isaacs, Sharon Van Enoo

1. Announcements

1.1. Final grade deadline is now 5 days after the last day of the semester.

2. Program Review

The Academic Strategies department members approve the new Program Review recommendations:

1. Research (and possibly develop) a new, full semester, 3-unit, degree applicable and/or CSU transferable AS course.
2. Examine revising AS1's software and ties to the LRC.
3. Schedule some AS sections as night courses.
4. Establish an AS department fund for replenishment of class-project materials.
5. Schedule some AS sections as summer courses.
6. Replace AS section instructors as needed with Humanities full-time instructors.
7. Expand number of AS sections offered if enrollment shows an increase.
8. Hire a full-time AS instructor if a sizeable increase in enrollment warrants.

3. SLOs

The faculty have completed their "exploded" SLOs for the courses listed below. Kevin Degnan and Stephanie Merz will enter the new SLOs into the new TracDat system, and Elise will be responsible for sharing all SLOs with Compton.

- Brent: AS 30, AS 33, and AS 35
- Mimi: AS20, AS23, and AS 36
- Sharon: AS1, AS22, and AS 25
- AS 40 has been inactivated
- AS 60 is taught exclusively at Compton

4. MISCELLANEOUS

Sharon asks if teacher stations can be moved to the corner of the rooms because as they are, they block the students' view of the board. Other instructors agree that the current placement of the teacher stations is problematic. If we are getting new podiums, the faculty request that new podiums have deeper shelves so that papers don't easily slip off of them. Elise will discuss with equipment committee and appropriate personnel as we prepare for Humanities building equipment upgrades.

The question of the mailroom patio being converted into a useable room came up. Elise will ask Tom Brown if this is an idea worth pursuing.