

## English Department Minutes

October 7, 2021

Attendance: J. Annick, G. Armao, E. Brenes, S. Burnham, R. Cerofeci, M. Cheung, T. Cody, D. Crotwell, K. Degnan, S. Donnell, A. Gallagher, S. Gates, E. Geraghty (ESL), B. Halonen, C. Henson, L. Hong, B. Isaacs, E. Kelley, M. Leiby, R. Lewitzki, P. Marcoux, A. Mavromati, M. McDermit, J. McMahon, S. Merz, C. Nagao, C. Page, B. Peppard, J. Sandor, S. Schwartz, A. Sharp, D. Thompson, E. Uyemura (ESL)  
R. Arehart, M. Harrison, T. Huynh, S. Leinen, M. Magnesi, S. Otsuji, K. Runkle  
D. Breckheimer, R. Diaz, S. Kushigemachi, M. McMillan, H. Wada  
Not in attendance: S. Corbin (sabbatical), R. Williams (family leave)

### Guests:

- Mary McMillan, Library Databases
  - Connection dropped for Mary, emailed this comment, "Hope to see you at a future workshop and let me know if there are any in particular interest to you and I'll get it onto my spring calendar. JSTOR is already on the list."



Bits & Bytes  
Workshop Series (Fa

- Rocio Diaz
  - The last day to file an [intent to graduate petition](#) for this Fall is Sunday, October 17<sup>th</sup>. Please encourage your students to complete the appropriate grad intent by Friday, October 15<sup>th</sup>!
  - The 2022-23 [FAFSA and CA Dream Act applications](#) are now open. Support available via [Financial Aid Office](#).
  - Applications continue to be accepted for the [COVID-19 Emergency Grant](#) and [Warrior Emergency Grant](#)

### General-Department Business:

- SLOs, Anna
  - Thank you to leads for getting in the assessments on time.
  - New version of Nuventive <https://solutions.nuventive.com/>
  - In spring, using Canvas Outcomes with Nuventive, probably start with 1C.
- Senate, Elayne
  - PD plan due October 29
  - College Council meets first and third Monday of the month. Email reminder sent out a couple of days before meeting.
- Writing Center, Chris G
  - 1AS embedded tutor survey was sent out.
  - Be on the look out for upcoming WC workshops and brown bags.
- AFT, Chris G
  - Get Involved! COLA negotiations coming up.

- Spring 22 Assignments, Deb
  - Tried to accommodate scheduling requests.
  - Hybrid classes will be approximately 50% on campus class once a week either Tuesday or Thursday, other 50% online.
  - Any question regarding scheduling, see Deb.
- Evaluations, Deb, Scott
  - Deb and Scott will look into student survey for English 1A or 1AS, not both.
- MLA changes, Christina
  - Using “they” for singular pronoun <https://style.mla.org/using-singular-they/>
- Class Size Cap, Stephanie M.
  - Let Stephanie know if you want to join group to research lowering class size cap.
- Equity Committee work, Deb, Chris P. et al
  - Equity work – break out rooms to discuss syllabi.