

English Department Meeting Minutes

September 11, 2025

In-person attendance: Erica Brenes, Stephanie Burnham, Matthew Cheung, Dana Crotwell, Kevin Degnan, Chelsea Henson, Elayne Kelley, Mary Ann Leiby, Rhea Lewitzki, Michael McDermit, Stephanie Merz, Chris Page, Michael Reyes, Stephanie Schwartz, Adrienne Sharp, Jocelyn Shaw, Darrell Thompson; **Division Office:** Scott Kushigemachi, Ed Rice, Erica Soohoo; **Zoom attendance:** Jennifer Annick, Allison Carr, Rose Ann Cerofeci, Tom Cody, Susan Corbin, Sean Donnell, Ashley Gallagher, Christopher Glover, Lyman Hong, Nida Husain, Brent Isaacs, Peter Marcoux, Mora Mattern, Jeff McMahon, Christina Nagao, Shane Ochoa, Bruce Peppard, Jane Sandor, Rachel Williams, Sumino Otsuji (PT), Salvatore Russo (PT); **Absences:** Anna Mavromati Duncan (LV)

General Business:

1. Applause/Caring Champion Certificate: Erica Brenes, Stephanie Burnham, Sean Donnell
2. Spring 2026 Modalities
 - Faculty discussed their observations and thoughts on adjusting the modalities for Spring 2025 offerings.
3. RSI
 - Evaluations
 - ODE will host campus-wide workshops closer to evaluations.
 - Handout, POCR support (Attached)
4. Noncredit Basic Skills English (Matt Kline via Scott)
 - Scott provided an update on the class that Matt Kline is developing.
5. RWS Workshops (Chris G.)
 - Faculty who have topic suggestions or are interested in presenting a future workshop should contact Chris G.
6. Program Review (Pete and Rachel)
 - If interested in serving on the program review committee, contact Pete and Rachel.
7. HBCU Caravan on 10/28 from 10:00-1:00
8. [Strengthening Student Success Conference 10/8-10/10](#)
 - Faculty interested in attending should contact Scott and Ed.
9. Active Shooter Drill on 9/25 (not in HUM Building)

Updates:

- A. Academic Senate (Stephanie B., Larry, Brittany, Sean, Erica B.)
 - Faculty interested in participating in the Grammarly track changes pilot should contact Stephanie B.
 - Faculty interested in representing Humanities on the FDC committee that meets in person on the second Tuesday of each month should contact Erica B.
- B. AFT/Union (Stephanie M., Elayne, Mora, Sean)
 - Stephanie M. provided an AFT update.
- C. ASO
 - No representatives in attendance.
- D. Counseling (Sabra, Amy, Rocio)
 - University Fair Flyer (Emailed)
- E. DCC (Chelsea)
 - Regular review due dates
 - Group common course numbering work
 - Chris P. volunteered to lead for 1B and Ashley volunteered to lead for 1BH. Rachel Williams will also assist with 1BH.
- F. Evolve (Argelia, Chris P.)
 - Chris P. shared upcoming workshops, including a workshop that Jocelyn will lead and present on learning student's names.
- G. SLO
 - SLO Results for ENGL 1C/C1001 from Spring 2025 (Kevin and Jeff)
 - Kevin and Jeff shared updates on ENGL 1C SLO assessment results from Spring 2025.

- Fall 2025 SLO Faculty Leads (Nida)

C1000 (1A)	Chelsea
C1000H (1AH)	Mora
0100S (1AS)	Chris P.

- SLO reports from Spring 2025 data are due in Nuventive by 9/12 (Nida)

1B	Ashley G.
1BH	Rachel
1C	Jeff & Kevin
1CH	Tom
15B	Mary L.
24A	Rhea
24B	Dana
25B	Ashley G.
36	Brent
40B	Chris P.
42	Shane
78	Stephanie S.
90	Kevin
98	Anna
UMA 1	Rhea & Darrell