

English Department Meeting Minutes

3/29/22

Attendance: J. Annick, G. Armao, E. Brenes, S. Burnham, R. Cerofeci, M. Cheung, T. Cody, S. Corbin, D. Crotwell, K. Degnan, S. Donnell, S. Gates, E. Geraghty C. Glover, C. Henson, L. Hong, B. Isaacs, E. Kelley, M. Leiby, R. Lewitzki, P. Marcoux, M. Mattern, A. Mavromati, M. McDermit, S. Merz, C. Nagao, S. Ochoa, C. Page, B. Peppard, J. Sandor, S. Schwartz, A. Sharp, D. Thompson, E. Uyemura R. Williams
R. Arehart, M. Magnesi, S. Otsuji, S. Peluso, K. Runkle
D. Breckheimer, R. Diaz, S. Shapiro-Baker, H. Wada

General Business:

- Party in the house! Please join us immediately following this meeting to say goodbye to Char and Tracy
- Welcome: Susan Shapiro-Baker and Andy (Andres) Rodriguez, who officially starts Friday, 4/1
- Cherry Blossom Festival – March 31 1:15-2:15 Student Service Center Plaza
- Counselor Updates Rocio
Remind students to make a counseling appointment.
 - [Summer 2022 schedule](#) is available online
 - Registration appointments will be posted in MyECC on May 9th
 - Summer registration begins May 16th
 - Fall registration begins May 23rd
 - Cal Grant priority deadline extended to April 1, 2022. Please remind students to submit 2022-23 [FAFSA or CA Dream Act application!](#)
 - [Counseling drop-in hours](#) available virtually and in-person (HUM 121E)
 - Upcoming [Transfer Events](#) – CSU Options, UC Options, Pathway to Private School, Spring Transfer Prep, UC/CSU Transfer Fair, and more!
- Senate Elayne, Stephanie B, and Christina
 - Call for new Humanities senators (term starting in Fall 2022) by 4/19
 - OER Christina
 - 1) You will have the option of self-reporting whether or not your classes meet the low textbook cost designation, which is \$40 and under. Our librarians created a libguide to help us determine what's included in the low textbook cost designation and what's not:
<https://libguides.elcamino.edu/oer/lowtextbookcost>
 - 2) Updated list of English OER resources—from the Academic Senate for CA Community Colleges (ASCCC):
<https://asccc-oeri.org/open-educational-resources-and-english/>
 - Resolution Affirming The Rights and Lives of our Transgender and Gender Non-Conforming Students Matter passed!
 - Sunsetting Webadvisor Gradebook—we will only use Canvas gradebook from here on out. Training - TBA
 - Distance Ed will be revamping our cert program: 6-week certification to teach online and 6-month revamped SPOCK slower-paced course (this is for first timers); there will be

recert/refreshers in the future. LLR provides division offices with regular reports on who is certified and who is not; if you are in SPOCK you need to finish it by Spring or be transitioned to this newer format

- Land Acknowledgement Toolkit – Info will be sent out later.
- SLOs Anna
Assessment using Canvas Outcomes. Info will be sent out later. Thank you to those who volunteered to be leads.
- Academic Awards Deb
 - Please forward recommendations/comments to Scott by Thursday.
- Book Day Pete
 - Book Give Away - May 16 and 17
Table will be placed near Café Camino. Bring flyers of programs or classes that you wish to advertise.

Department Business:

- Fall 22 Schedules – Discussion
 - Modalities
 - Times/days
 - English 1C will be 4 units/26.66 load
- Equity Committee Michael
 - Equity Committee Interest form:
<https://forms.gle/w1kKUfvccdk9Hwr9>
 - English Department Equity Practices Chart:
<https://docs.google.com/document/d/1hpsv5misQCiNLPJo96SXfxg-DaVD4Gc6YqSzsjukcxA/edit?usp=sharing>
- Writing Center DLAs Chris G
 - Discussion on DLAs
- Myriad Anna
 - Submission deadline – 4/8
- Plagiarism Kevin
 - Discussion on the process of investigating cases of suspected plagiarism. Faculty has access to free sites like coursehero.com and ipl.org.
 - Proactive approach – using the Academic Integrity Canvas module built by Camila Jenkins, ECC Librarian. Or talking with students about support available to them so they don't find themselves in a situation where they would need to plagiarize.