

English Department Meeting Minutes

February 27, 2025

In-person attendance: Jennifer Annick, Stephanie Burnham, Matthew Cheung, Dana Crotwell, Kevin Degnan, Sean Donnell, Mary Ann Leiby, Rhea Lewitzki, Michael McDermit, Stephanie Merz, Shane Ochoa, Bruce Peppard, Stephanie Schwartz, Jocelyn Shaw, Darrell Thompson, Stephen Peluso (PT); **Other:** Josefina Cruz (ISSC); **Division Office:** Scott Kushigemachi, Ed Rice, Erica Soohoo

Zoom attendance: Erica Brenes, Tom Cody, Ashley Gallagher, Suzanne Gates, Elise Geraghty, Christopher Glover, Chelsea Henson, Lyman Hong, Nida Husain, Brent Isaacs, Elayne Kelley, Peter Marcoux, Mora Mattern, Anna Mavromati Duncan, Jeff McMahon, Christina Nagao, Jane Sandor, Rachel Williams, Robin Arehart (PT), Sarah Leinen (PT), Tiffany Huynh (PT)

Absences: Rose Ann Cerofeci (SAB), Susan Corbin (LV), Chris Page (SB), Michael Reyes (SB), Adrienne Sharp (PN)

General Business:

1. Warrior Applause
 - Michael McDermit was recognized.
2. No Show Reports
 - Certify Rosters on Monday, 3/3
3. LightLeap AI
 - Scott provided an update on the new vendor.
4. Copy Center Update
 - Scott clarified that email orders can be sent to Sidney if faculty aren't able to get to campus and that less complex orders have a 2-3-day turnaround.
5. AB1705 Committee
 - New members and representatives are needed. Faculty should contact Scott if interested.
6. From ENGL 1AS to ENGL 1S to ENGL 0100S
7. 1:30: Immigrant Student Success Center Presentation (Josefina Cruz)
8. English 1A/1AS Committee Meeting Update (Stephanie M.)
 - The meeting date and more information will be shared via email soon.
9. End of Semester Children's Literature Event in RWS (Elayne)
 - Save the date for an end of semester read-in event.
10. Professional Learning Opportunities
 - [Great Teachers Seminar 6/8-6/12 in San Diego](#)
 - [Online Teaching Conference 6/16-6/18 in Long Beach](#)
11. [2024 Excellence in Placement Rankings](#)
12. Mailroom Reorganization
 - Stephanie B. is coordinating a reorganization of the mailroom. Fill out the survey to provide feedback.

Updates:

- Academic Senate (Stephanie B., Shane, Kevin, Brent, Sean, Erica B.)
 - No updates.
- AFT/Union (Shane, Susan, Elayne, Mora, Sean)
 - Shane shared AFT updates.
- ASO
 - Student Expo flyer was shared.
- Counseling (Sabra, Amy, Rocio)
 - No representatives in attendance.
- DCC (Chelsea, Matt K.)
 - Faculty doing course review have been emailed.

- Evolve (Argelia, Chris P.)
 - Upcoming Evolve Summit information was shared.
- SLO (Andrew, Nida, Elise)
 - Spring 2025 SLO Assessments
 - Faculty agreed on SLO leads as shown in the tables below.

Faculty Leads

1B	Ashley	15B	Mary L.	42	Shane
1BH	Rachel	27	Elayne	78	Stephanie S.
1C	Kevin/Jeff	36	Brent	98	Anna
1CH	Tom	40B	Chris P.	Hum 1	Darrell/Rhea

- **SLO reports from Fall 2024 data are due to be entered in Nuventive by 7 March.**

1A	Chelsea	25A	Ashley & Anna	43	Jocelyn
1AS	Chris P.	35A	Brent		
1AH	Rachel	40A	Tom		