

Humanities Division Meeting Minutes, PD Day Fall 2025

Attendees: A. Andrade, J. Annick, M. Barrio de Mendoza, F. Bishop, E. Brenes, S. Burnham, R. Cerofeci, M. Cheung, T. Cody, S. Corbin, M. Crossman, D. Crotwell, J. Davidson, K. Degnan, S. Donnell, J. Evans, D. Factor, S. Frith, A. Gallagher, A. Gard, E. Geraghty, C. Glover, T. Gough, C. Henson, L. Hong, B. Hubble, N. Husain, B. Isaacs, E. Kelley, M. Kline, L. Leach, M. Leiby, R. Lewitzki, R. Loya, P. Marcoux, A. Mavromati, K. McLaughlin, J. McMahon, S. Merz, D. Mochidome, A. Moina, C. Nagao, C. Page, B. Peppard, M. Reyes, J. Sandor, S. Schwartz, A. Sharp, J. Shaw, J. Simon, D. Thompson, R. Williams, N. Yoshida, R. Cardozo-Rodriguez (PT)

Other Attendees: S. Kushigemachi, E. Rice, E. Soohoo

Not in Attendance: A. Carr (SL), S. Donnell (SL), M. Mattern (SL), A. Mavromati (LV), M. McDermit (PN), S. Ochoa (PN)

- Counseling Updates
 - [Counselors](#) available on drop-in basis on-campus 8-5 until Friday, August 29th
 - Appointment scheduling resumes Monday, August 25th for the following week
 - Humanities drop-in hours TBD, will begin Week 3
 - Fall 2025 graduation filing deadline for degrees and certificates: Friday, October 10th
- Welcome, Communication Studies!
- Welcome Back from Sabbatical, Rose Ann!
- Years of Service
 - 10 years: Erica Brenes, Joseph Evans, Larry Leach, Rhea Lewitzki
 - 15 years: Allison Carr
 - 20 years: Jason Davidson, Matthew Kline, Rebecca Loya, Darrell Thompson
 - 25 years: Francesca Bishop, Dana Crotwell, Brent Isaacs, Peter Marcoux, Stephanie Schwartz
- Office Staff Update
 - Helen Wada was promoted to Senior Clerical Assistant.
- Weeks 1-2 Toolkit and Reminders (handout attached)
 - Handout was provided to faculty.
- No Show, Certification, and Active Enrollment in MyECC (handout emailed)
 - No Shows due 9/7 (use last day to drop w/ no notation in MyECC if sooner)
- Office Hours
 - COMS FT faculty piloted the new system for entering faculty office hours.
- Copyright and OER
 - Handout was provided to faculty.
- Online Bookstore (handout attached)
 - Handout was provided to faculty.
- [New Copy Center Portal](#)
- Regular and Substantive Interaction in 2025-2026
 - This is a big topic with upcoming accreditation. More updates will be provided by Academic Senate.
- [Enrollment Update](#)
- Technology Reminders from ITS
 - Log in to computer instructor stations before class and report any issues ASAP
 - Turn off document cameras (instructions for doing this are taped near the doc cams)
 - Turn off projectors, leave workstations on
- IG Page
 - Ed will be outside of Humanities during the first week to promote and showcase the Humanities IG page.
- Reminder/Introduction to [Division Lounge](#) Site (Stephanie B.)

Updates:

- Academic Senate (Stephanie B.)
 - Due to COMS move to Humanities there are 6 senators, and per Academic Senate bylaws a division can only have 5 senators. Brent volunteered to give up his position to allow Brittany to serve as a Humanities Senator. Faculty voted to approve Brittany taking Brent's seat and agreed that in the future they'd like to advocate for 7 seats for larger divisions.
- AFT
 - Elayne shared AFT updates.
- Curriculum
 - Chelsea will send out information to faculty reviewing courses in the next 2 weeks.
- Evolve & Caring Campus (Chris P.)
 - Chris P. shared faculty Caring Campus updates including a first semester experience video and the faculty behavioral commitments. Emails about Evolve workshops will be sent out with specific dates.
- SLOs (Kevin)
 - Spring 2025 results due by end of Week 3
 - Division SLO Facilitators will email regarding Fall 2025 SLOs assessments (which are due by end of Fall 2025)
 - Canvas Outcomes expected for all courses for SLO data collection
 - Workshops planned for September and November