

Journalism Department Meeting Minutes

October 20, 2025

Attendance: Kate McLaughlin, Stefanie Frith, Scott Kushigemachi, Ed Rice, Erica Soohoo

General Business:

1. CTEA Student Survey in Canvas
 - Students may see a CTEA survey in Canvas.
2. Conference/awards
 - Erica Lee won reporter of the year and multiple students also won awards. Jack will send a list of the awards.
3. J12/Comms 265 follow up
 - Faculty discussed the next steps.
4. 80 years for the union: exhibit, open house.
 - Jack is working on a request for Foundation funds to prepare the newsroom for an exhibit to showcase the 80-year anniversary. Select dates will be chosen to have an open house of the newsroom.
5. NAHJ chapter
 - Faculty discussed the process of activating an NAHJ chapter at El Camino College.
6. Nyt visit Oct. 17
 - Kate provided an update on the NYT visit and shared the positive feedback from the newspaper.
7. Dept awards on Monday, Dec. 8 in the admin bldg board room
8. Campus surveys on reporter articles – mass email needed
 - Stefanie will provide an email to share with managers about the reporter article surveys.
9. Union 101: Working with reporters document – mass send out?
 - Stefanie will provide an email/document to share with the campus explaining information about working with reporters, what reporters do, and being quoted.
10. Guest Parking Update
 - Scott shared updates on the process for requesting guest parking permits. Faculty should email Susan with their guest and event information.
11. DCC Chair Vacancy
 - Chelsea will be stepping down as DCC chair after the Spring semester. If interested in the position, let Scott know.
12. College Night – Wednesday, 11/5 from 5:00-7:30pm
 - Faculty should let Ed know if they'd like to volunteer to help.

Updates:

- A. Academic Senate (Stephanie B., Larry, Brittany, Sean, Erica B.)
 - No representatives in attendance.
- B. AFT/Union (Stephanie M., Elayne, Mora, Sean)
 - No representatives in attendance.
- C. ASO
 - No representatives in attendance.
- D. Counseling (Sabra, Amy, Rocio, Tawnya)
 - No representatives in attendance.
- E. DCC (Chelsea, Matt K.)
 - No representatives in attendance.
- F. Guided Pathways (Argelia, Chris P.)
 - No representatives in attendance.
- G. SLO (Andrew, Nida, Elise)
 - No representatives in attendance.