

## Minutes for English Department Meeting on November 21, 2019, 1-2pm

### Humanities Building

**Dean Debra Breckheimer led the meeting.**

**\*PRIDE awards** for Christina Nagao, Suzanne Gates, Erica Brenes, and Mike McDermit

**\*Program Review** – volunteers: Steph Mertz, Jane Sandor, Tom Cody and others will help

- Program Review Orientation 12-4-19 at 1-2pm, location TBD
- Overview of research, facilities, technology, staffing, future direction and vision

**\*Forecasting** – we completed it

- some questions for 1AS and 1A – what happens if not passing both

**\*SLOs** Mora: Discussion of assessments and who is doing certain sections

- They are attempting to make it an easier process to report. Look out for memos if you are assessing a section.

**\*Academic Senate** ZTC – Christina OER

- Zero Textbook Cost = Free (including printing out materials to read for class)
- Email Mary McMillan every semester this is true for your class
- Low textbook cost – we are shooting for \$40 limit (pre-tax) based on cost at bookstore (new)
- We voted to agree to \$40 as low cost price.
- Anna – Distance Ed attendance policy – if not regularly responding to communication – clear policy stuff is coming soon. TBD

**\*Chromebook Carts and Usage**

- Deb – reminders about check out and check in; don't take other people's carts
- Working to get rain covers for travel

**Brown Bags** Chris Page and Erica

- Tuesday next week on transitions to 1C and students in trauma
- Erica gave handout with information on trauma, brain research and possible solutions

**Study Abroad** Chelsea - Ireland 2020 - It is happening! 5 week program, 1 week here and 4 weeks in Ireland connecting to Blackfriary Archaeology Field School and homestay \*info sessions TBD

- \$3,350 required (not including textbooks or tuition) keep in mind for financial aid includes insurance, room and board, trips, and transportation (except students on their own for airfare)