**Reading Meeting Minutes**

**March 2, 2017**

**In attendance:**

Armao, Gene

Breckheimer, Debra

Cerofeci, Rose Ann

Cheung, Matt

Geraghty, Elise

Glover, Christopher

Halonen, Briita

Isaacs, Brent

Kistler, Rosemarie

Lewitzki, Rhea

Marcoux, Pete

Nagao, Christina

Newbury, Inna

Sandor, Jane

Schwartz, Stephanie

**Minutes taken by:**

Sarah Leinen

**ANNOUNCEMENTS**

* Elise opened the meeting by reminding those in attendance about the upcoming active enrollment deadline.
* Elise gave notice that SERP early retirement information will be coming soon. Those interested should be on the look-out for a May 5th, 2017 deadline.
* Evaluations will be happening. Debra will be conducting “constructive criticism” workshops.
* Vonetta from the Reading Success Center came by to give updates about services and workshops.
* Sheryl Kunisaki sent a message to discuss if Plato is being utilized. Those in attendance recommended that a meeting be set up with Sheryl to discuss.

**SLO ASSESSMENTS BEING CONDUCTED SPRING 2017**

* We will be assessing English 80 and 84 this semester.
  + Jane Sandor will lead 84 and Rhea Lewitzki will most likely lead 80.

**SLO UPDATES, CURRICULUM, AND PLANNING**

* English 82 and 84 SLOs have been updated to correlate with grade level.
* Zip Grade will replace Parscore as a means to score standardized assessments.
* Susan Corbin relayed a proposal through Rhea to create an English 80 team/committee.
* We are in the beginning stages of having forms A-D of the Townsend Press Exam online. However, paper versions should still be used this semester.
* It was brought up that the English 80 assessments have lexiles that are too high. Revisions should be made.
* We will create consistency of articles being used for the annotation portion of the assessments, and we will change the articles every semester.