**Reading Meeting Minutes**

**March 30, 2017**

**In attendance:**

Cerofeci, Rose Ann

Cheung, Matthew

Corbin, Susan

Breckheimer, Debra

Glover, Chris

Halonen, Briita

Kistler, Rosemarie

Lewitzki, Rhea

Marcoux, Peter

Newbury, Inna

Sandor, Jane

**Minutes taken by:**

Sarah Leinen

**ANNOUNCEMENTS**

* The new committee list has been updated.
* We need someone on the Ed Policies Committee
* College Night
  + Wednesday, April 26, 2017, 5:30-8pm
  + Showcase our programs
  + www.elcamino.edu/collegenight
* Career and Majors Fair
  + Tuesday, April 25, 2017, 12-1pm on the Library Lawn
  + Register online at bit.ly/sjweYMa
* English Major Workshop
  + Thursday, April 27, 2017, 1-2pm in H311
* Black Writers on Tour
  + Saturday, April 29, 2017 in Carson
* Cherry Blossom Festival
  + Wednesday, April 5, 2017, 1-2pm on the Library Lawn
* Informed and Inspired: Autism
  + Thursday, April 6, 2017, 1-2pm in the Library’s West Basement
* Counseling during Spring Break
  + Open Monday-Thursday, 8am-4pm (not sure of Friday hours)
  + Send students for Ed Plans

**SLO ASSESSMENTS BEING CONDUCTED SPRING 2017**

* English 80 and 84

**SLO UPDATES, CURRICULUM, AND PLANNING**

* Evaluations
  + Evaluations are to help others improve and need to be constructive and honest.
    - If you feel like a person needs improvement and are uncomfortable writing the evaluation, bring it to Deborah or Elise.
  + Faculty can present concerns to the deans about people that they do not want to evaluate them.
  + In the future, student evaluations will be administered by an office staff member on a set date.
* No more ParScore
  + Use Scantron machine and green Scantrons
* Zipgrade
  + To be used for in-house SLO data collection only
* Answer keys for DRP exams will be placed in the mailroom
* Plato’s Fate: our current 40 licenses will be cut down to 10
* English 80 revisions
  + Vote to revise SLOs: change from grade levels to school levels (i.e. “intermediate”)
  + English 84: common article for annotation component
    - Working to get an article by week 10
    - Suggestion: Newsela
      * Current articles
      * Articles are Lexiled and there are word counts