

English Department Meeting Minutes

October 1, 2020

Attendance: J. Annick, E. Armao, E. Brenes, S. Burnham, R. Cerofeci, M. Cheung, T. Cody, S. Corbin, D. Crotwell, K. Degnan, A. Gallagher, S. Gates, E. Geraghty, C. Glover, B. Halonen, L. Hong, E. Kelley, M. Leiby, R. Lewitzki, P. Marcoux, M. Mattern, A. Mavromati, M. McDermit, J. McMahon, S. Merz, C. Nagao, S. Ochoa, C. Page, B. Peppard, J. Sandor, S. Schwartz, A. Sharp, L. Welsh, R. Williams

Not in attendance: D. Thompson (SB)

C. Daniel, E. Gavitt, T. Huynh, S. Leinen, S. Otsuji, S. Peluso, K. Runkle, M. Stover, C. Tino-Sandoval, E. Walker

D. Breckheimer, S. Kushigemachi, S. Sabio, H. Wada

General Business:

- The deadline for Pass/No Pass is tomorrow, 10/2
- If you want/need to phone your student hit *67 and your number will be blocked. Maybe email student that they might be receiving a phone call from you that will read "Blocked Number".
- Benefits Bridge: make your changes/updates Don't miss the deadline!
 - The costs do not reflect the newly negotiated increased District contributions
- Come to Debra's weekly office hours if you need to discuss anything.
- Teaching while remote
 - What to keep in mind for our students -
 - Be "in class" if you have a synchronous class time. Student may have chosen your class because of the scheduled class time.
 - Suggestions for an asynchronous class
 - Set up optional zoom meetings for reviewing work
 - Have break out sessions into small groups for students to bond.
- Ryan Martinez, New Distance Education Instructional Designer
 - Susan Corbin and Ryan hope to have a workshop in January. Email Susan at scorbin@elcamino.edu with any problems/limitations with the Discussion feature on Canvas that can be addressed at the workshop.

Division Business:

- SLOs – Mora Mattern
 - Thank you to everyone who volunteered to lead the SLO assessment this semester.
 - Old Business – There won't be any PLOs assessed this semester. PLOs 1 and 5 were due for assessment, but because they only address pre-transfer level skills, they will be removed from the timeline for assessment.
 - English 1C committee – many interested in being part of the committee. Jeff McMahon will head of committee.
- Writing Center – Chris Glover
 - Writing Center is open
 - Flyer was sent out to the division and will be sent out campus wide

- Sent your students to the Writing Center website. Zoom password is “Writing”
- Roundtable discussions with 1AS embedded tutors and instructors
- Two new tutors will be hired. There will be tutor training workshops.

Rotation and Class Assignments:

- Next Department meeting we will present a new rotation to be discussed.
- Course assignment fall/spring
- Lit classes and CW classes – Dana Crotwell
 - If you’re interested in teaching a Lit or CW class, go ahead and approach the person who’s been teaching it to see if they are willing to give up the class. Also, come to the CW meetings.
 - Discussion of representation and Literature courses.

Committees:

- Thanks for updates to the lists
- Meeting dates forthcoming

Equity:

- Tie discussions to SLOs
- The grammar discussion as it relates to equity
 - Thoughts on ESL/English instructor round table – Many agreed that this is a good idea and are interested.
 - Come up with questions you want answered by them
 - I will ask them to do the same
 - Share expertise
- Faculty Education Course on Equity – Erica Brenes
 - Register for Site
- English Department Equity Committee – Stephanie Burnham/Erica Brenes
 - Recommending body
 - Diverse membership new, junior, and senior participants
 - Focus on Action.
 - Faculty Equity
- Discussion on English 1C. Instructors find that half of students do well while other half are struggling.

Announcements:

- “talk about some good news” – Dana Crotwell
 - Seeing her own children struggle with remote learning at their colleges, Dana feels ECC is doing a great job compared to other schools. Instructors seem to be more student focus. ECC provides training in areas such as equity and LGBTQ. Yay! El Camino!!
- Puente’s Chicanx Read in – Erica Brenes and Shane Ochoa
 - October 15 – Puente Chicanx Read In

- October 13 – Start of Puente Club Latina Dialogue series
- Promote Puente – give students information of Puente’s Social Media