

**Humanities Division
English Department Meeting Minutes
March 5, 2020 – H316**

Dates/Events/Activities:

- Active enrollment due Friday - there are some glitches - screenshot problem
- Town Hall – Thursday, March 12 at 1:00 pm East Dining Room
- Cherry Blossom Festival – Tuesday, March 31, at 1:00 pm
- Coronavirus Task Force is being formed
- Academic Technology Conference – Friday, March 13, 8:30 am – 2:00 pm East Dining Room
- Shelter in Place – March 19, 9:40 am and 7:10 pm
- Poetry Slam - April 23, 12:30 – 2:00 pm Alondra Room (Register in Cornerstone for 1.5 hours flex)

We voted to use \$360 from the foundation for prize money.

SLOs

We have leads for English 1B: Ashley Gallagher

English 1C: Jeff McMahon; English 1CH: Briita Halonen

Curriculum

Sean Donnell is doing course outline for 41B and giving to Chelsea Henson

Computer labs

Expanded to 10x per semester to request but please be mindful of sharing and etiquette
ITS busy fixing lab issues - keep everyone posted if things are broken

Low cost Textbook Designation

OER has a zero cost and a low cost (\$40 pre-tax) designation in schedule

Scheduling

- New grid and revised class request form
- No longer allowed to schedule anyone during college hou

Rotation

Discussion and questions about proposed rotation groups

- possible shuffles to be determined by hire year
- possible emails to Debra may be taken under advisement
- possible vote next meeting