

## English Meeting Minutes

September 6, 2018

**In attendance:** See sign-in sheet

**Minutes taken by:**  
Stephanie Burnham

### School Business:

- **No Show Reports** this is due this Friday 9/7; do them early if possible; once a week Friday classes, okay to wait until 9/7.
- **Active Enrollment:** this is due the following Friday 9/14; similar to no show reports; email Scott if you have questions ([skushigemachi@elcamino.edu](mailto:skushigemachi@elcamino.edu))
- **The SENSE survey:** national survey conducted every 2 years, by the institutional research department, to study students' response to college. It is conducted in certain assigned classes and takes 50 minutes of class time. If one of your classes was assigned, you can opt-out (especially since it is a big time commitment), but consider trying to fit it in as the data is beneficial.
- **Open enrollment:** just a reminder that open enrollment for insurance plans are all online now
- **ECC Connect**
- **Maxient:** make sure when submitting a Maxient report to stick to facts (rather than opinions). Direct quotes and/or examples of actions taken by all parties are ideal when filling out incident reports.
- **Classroom visitor:** just a reminder that no unauthorized visitors are allowed to speak to your class; we have had incidents in which an unsolicited visitor has disrupted class sessions falsely claiming to be part of campus resources—turn away unknown visitors!
- **Guided Pathways point person for the English department:** is now Chris Page; Chris will be enlisting others to help with this; mapping our majors through guided pathways could boost enrollment and save under enrolled lit courses. Contact Chris if interested in helping ([cpage@elcamino.edu](mailto:cpage@elcamino.edu))

### Discussion Items

- **Spring Scheduling:**
  - *AB705 related changes:* AB705 'soft opening' in Spring is delaying things (full compliance is needed by Fall 2019, so Spring is the time to work out the kinks); it will also impact what is offered—in general no RWA classes will be offered and expect more 1A and 1AS classes (specifically Spring will have: 13 Reading classes, 8 RWE, 4 Eng B, 8 Eng A, 12 Eng 1AS)
  - Requests will go out next week
    - No rollover; different preference request form
  - Everyone must teach at least one English 1A
  - 1A/1AS (How courses will be assigned): students with a GPA of 2.6 or higher will be placed into Eng 1A; students with lower or unknown GPAs will speak to counselors and be encouraged to take Eng 1AS, or a remedial course

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1

What is AB705? In a nutshell, it requires that a community college district or college maximize the probability that a student will enter and complete transfer-level coursework in English and math within a one year timeframe; basically we can't counsel students to take remedial courses.

- Due to these changes, classroom requests cannot be honored; time slots may change
- Winter schedule will most likely stay the same (for now)
  - CAP and CADE: consider going to a CAP or CADE conference—they have great training on how to adjust teaching styles in the wake of AB705; one day and three day conferences are available and you can get reimbursed
  - SITE *Power Point Presentation* (Rachel K and Rose Ann): AB705—it's gonna be ok!; reminder, AB705 is not a problem we have to deal with, but the solution to a problem; for more info email Rachel K or Rose Ann [rketai@elcamino.edu](mailto:rketai@elcamino.edu) or [rcerofeci@elcamino.edu](mailto:rcerofeci@elcamino.edu)

**SLOs: (Mora)**

- **Fall SLO assessments:** Lead for Eng 1A: Stephanie Schwartz, Lead for 1AH: Rachel Williams; Still need leads for Eng B, and RWA (email Mora at [mmattern@elcamino.edu](mailto:mmattern@elcamino.edu) if interested)
- **Fall PLO assessments:** need a three person team for this (email Mora at [mmattern@elcamino.edu](mailto:mmattern@elcamino.edu) if interested)
- **Tracdat:** was down but is working now

**Curriculum: (Chelsea and Chris Glover)**

**Tech: (Pete):** Open lab (for the tech topics listed below) Mondays 12:30-1:30 in H315; Flex credit available; no RSVP needed; email Pete at [pmarcoux@elcamino.edu](mailto:pmarcoux@elcamino.edu) for more info)

- **Chromebooks**
- **Training**
- **Canvas**

**Academic Senate: (Christina)**

- Welcome our new senator, Anna Mavromati

**Federation News:** no report

**Misc.:**

- Consider signing up to be a mentor for a Puente student (contact Erica at [ebrenes@elcamino.edu](mailto:ebrenes@elcamino.edu) )