

English Department

March 7, 2016
12:50-1:50 p.m.
Room 2721

Agenda

- I. **Call to Order (Kathleen Dorantes)**
- II. **Welcome**
- III. **Approval of Minutes—December 10, 2015**
- IV. **Action Items**
 1. Approval of Chair Election Procedures
Proposal: Now through March 11: Nominations come to Kathleen
March 14: Kathleen announces candidates via email
March 14-March 20: Time for campaigning, statements, etc.
March 21-noon March 24: voting via email to Linda Amidon
March 24 afternoon: Linda announces the winner
- V. **Discussion Items**
 1. Student writing placement: going back to reading essays
 2. Common Essay Assessment grading
- VI. **Reports**
 1. Chair's report (Kathleen Dorantes)
 - a. emergency drill in 3-4 weeks—bomb threat scenario
 - b. Fast Track English 110
 - c. FTES/enrollment
 - d. Starfish
 2. Reading Task Force (Audrey Morris)
 3. Student Success and Equity Committee (James Patterson)
 4. Academic Senate Report (Michael Heumann)
 5. Reading/Writing Lab (Terry Norris)
- VII. **Other**
- VIII. **Adjournment**

Next Department Meeting: Monday, April 11, 2016