I. Call to Order: 2:30 p.m.
II. Approval of Minutes of October 1, 2013
III. Reports:
      i. Alvarez-Galvan explained that we voted not to change insurance.
      ii. Also, we will have a graduation committee.
   d. Assessment and Matriculation: Dougherty. Report sent via email.
      i. Dougherty discussed the possibility of students currently enrolled in a writing class being guaranteed a spot in the next class and asked if the English Department was in favor of it.
      ii. Whalen raised the question of what that would mean for students who place into these classes.
   e. Writer’s Day: Aquino mentioned that we need another judge in the Fiction Category for Writers’ Day and asked us to encourage our students to submit their work.
   f. Writing Center: No report
   g. Journalism: No report
IV. Faculty Conference and Travel: Tom Edson distributed a handout on a proposed resolution for conference and travel funds.
V. Fall 2014 Scheduling ensued with the rotation beginning with Lit 6A.