

AmLa Department Meeting

December 9, 2014

Present: Glenda Bro, Evelyn Hill-Enriquez, Jennifer Leader, Barbara Mezaki, Nona Stokes

1. Minutes from November were approved.

2. Announcements and Division Meeting

- a. No report from the Humanities Division
- b. David Charboneau would like AmLa professors to administer a survey to our students regarding their use of the Writing Center.

3. Office and Room Locations for Fall 2015

Glenda will move into the AmLa office 26B-1641 for the 2015 – 2016 school year; Nona will be in the chair's office. For the fall semester, Jennifer will be teaching in 26A; Evelyn will be teaching in 26A for spring of 2016 (assuming the division continues to assign AmLa classes in 26A).

4. Schedule for Fall 2015 was done. We discussed establishing an AmLa pathway as a future possibility.

5. e-PIE – Internal and External Conditions were discussed.

6 Liaison Reports

- a. Jennifer: AmLa Webpage was discussed.
- b. Senate: Glenda brought the Senate housing resolution to our attention.
- c. POD: there is \$1500 in conference monies available while funds last.

7. AmLa Anniversary Celebration

- a. Banners: one banner is in the case outside the department office. The other two banners (6 x 3) will be hung on building 26D and the other will be hung near 66.
- b. The Board of Trustees meeting is tomorrow evening, and we will meet at 6:10 pm.

Future Agenda Items:

- Writing Rubric/Common Assessment/Course Alignment (tabled until March)
- SLOs for 21s
- Satisfaction Survey results for AmLa Writing classes

Barbara Mezaki, Recorder