

**Department of English, Literature, and Journalism**  
**Meeting Minutes**  
**December 1, 2015**  
**2:30-4:30 p.m.**  
**26D-3411**

**Present:** Albertson, Allende, Alvarez, Alvarez-Galvan, Aquino, Arterburn, Avila, Bartman, Cannon, Churchill, Danson, Dougherty, Enke, Estrada, Farve, Frahs, Garrett, Gomez, Hallsted, Harper, Hight, Horton, Karn, Kordich, Loera-Ramirez, Mageean, McCormick, McFaul, Muniz, Myers, Quintana-Mullane, Staylor, Thomas, Whalen

**Absent:** DePaola, O'Brien

**EDC:** Olds

**Leave:** Brantingham, Edson, Gold Wright

- I. Whalen called meeting to order at 2:30 p.m.
- II. Approval of November 3, 2015 minutes.
- III. Reports
  - A. Chair (Whalen): (Report emailed-additional reports follow)
    - i. We have been approved for two new faculty. Hiring committee to be elected.
    - ii. Jennifer Leader from AMLA requests a transfer to English. Motion made to welcome her to the department. Unanimously approved.
    - iii. Voting issues moved up on agenda due to long meeting.  
Hiring Committee nominations: T. Edson, M. Estrada, D. Farve, M. Harper
    - iv. Secret ballots cast on Hiring Committee and Department Full-Time Load Requirement
  - B. Academic Senate (Cannon): Report e-mailed
  - C. Faculty Association (Alvarez-Galvan, Loera-Ramirez, Myers)
    - i. Public Safety has pushed for an armed police department on campus. FA has drafted a resolution to oppose this for several reasons. Discussion ensued. Department agreed that more information is needed before voting on the resolution.
    - ii. A committee has been formed to examine the question of earning office hour credit for time spent emailing students.
    - iii. For questions regarding retiree's medical issues and Medicare supplements, contact FA.
  - D. SSSPAC (Harper): from the previous meeting-6.9 million dollars has been allocated from the chancellor's office.
  - E. Basic Skills (Dougherty): Acceleration is being researched in other colleges. Dougherty asked faculty to notify her if aware of other its use on other campuses. Our department is pulling back from acceleration English classes in the Pathways program while maintaining the "pipeline" and tutorial support aspects of the pilot sections.
  - F. Writer's Day (Aquino): the deadline for the contest is Friday.
  - G. Writing Center (Myers)-no report
  - H. Journalism (Albertson):
    - i. Albertson reported that Director of Marketing and Communication Uyen Mai has written a Student Media Policy without the consent or input from the Journalism Faculty. The unilateral nature of this policy without consultation with the program

and the department sets a dangerous precedent. Academic programs are within the jurisdiction of departments and the senate--not the communication and marketing director. In addition, the journalism program and its student media are First Amendment programs that follow the ethical guidelines of the Society of Professional Journalists.

IV. .Campus Issues: Robert Wren from public safety presented what to do in case of an active shooter.

V. Departmental Issues

- A. Results of vote on Hiring Committee: M. Estrada, D. Farve, M. Harper.
- B. Results of vote on Department Full-Time Load Requirement, 27 no. 8 yes.
- C. Collection for Adopt-a-Family and Stanley Nemeth Prize

VI. Curriculum Approval

- A. English 67/68/1A/1C final revisions, which focused on re-ordering of listed items approved earlier in the semester, were approved with revision of English 1C assignments. Committee volunteered to work on the assignments: M. Harper, R. Avila, J. Thomas and M. Staylor.
- B. Literature 1, English 8E Creative Writing Memoir and English 8C Creative Writing Novel approved.

Meeting adjourned at 4:15 p.m.

Minutes submitted by Syd Bartman