Minutes of the Language Arts Department Meeting
October 27, 2005
12:40-1:25 in Palanakila 122

Present: Robert Barclay, Marilyn Bauer, Kathleen Doss, Satoko Dung, Ellen Ishida-Babineau, Frank Mattos, Lance Uyeda, and Libby Young

Guest: Tara Severns

I. The meeting was called to order at 12:45 p.m.

II. Tara Severns conducted a special presentation on turnitin.com, an online service for plagiarism. As a result of the presentation, the department approved the following motion: The Language Arts department moves to subscribe to Turnitin for an academic year, using no more than $300.00 from the Language Arts department budget. The motion was seconded and passed.

III. Reports
   a. DC Meeting: Minutes of October 20, 2005 meeting were attached to agenda; however, a correction was announced. The date for CR/NC option and withdrawal date is October 31st not November 3rd as indicated in minutes.
   b. Faculty Senate: Senator Meinecke and FS Chair Tomchak were unable to attend the meeting.
   c. CAAC: Frank Mattos reported the approval of various courses:
      1. OCN 260 and OCN 260L were approved as new courses.
      2. OCN 201L was approved.
      3. MATH 22: Prerequisite modifications were approved.
      4. AG 120: The inclusion of this course fulfilling the biological science requirement for the AA degree was approved.
   d. Budget: Libby Y. reported that the committee and administration will meet to discuss budget proposals to expedite the process.

IV. Old Business
   a. So far SLOs for English 209 and 100 have been submitted to CAAC; English 022 SLOs were drafted in a meeting held on October 20th. Further discussion is necessary to finalize the SLOs. Ellen will submit LSK 035, LSK 110, and English 021 SLOs before the November 15th deadline. Libby will also be completing SLOs for the journalism courses.
   b. Curriculum review: Full-time English faculty agreed to delete ENG 210 and ENG 211 from the Master List. There is still ongoing discussion about ENG 180. Full-time English faculty will need to meet soon. Reports to CAAC are due.

V. New Business: none

VI. Announcements—Deadline for Ka Ohana is November 1st.

VII. Meeting adjourned at 1:25 p.m.

Submitted by Ellen Ishida-Babineau