

## Language Arts Division Meeting

### Tentative AGENDA

Thurs., Nov. 1, 2018

2:30 to 4 p.m.

Location: 14-115

**2:30 Welcome**

**2:35 – 3:00 Discussion and Action Item: Prioritization of Resource Requests**

Instructional Equipment Requests: We will need to prioritize these requests

Communication Studies	3	MacBook Pro for adjunct faculty to record speeches in class	\$4,500
Film	3	Azden SMX-10 Stereo Microphone and Dual Shoe Bracket Kit	93.95
Film	1	Rode NTG2 Condenser Shotgun Microphone Kit	299.95
Film	3	Watson Compact AC/DC Charger for BP-700 Series Batteries	19.95
Film	8	Auray WMC-100 Wide Mouth Case	12.99
Film	4	Auray Zippered Pouch for Handheld Microphones	9.99
Film	2	Ape Case ACPRO1000 PRO Series DSLR Camera Case	45.57
Film	1	Auray DUSM-1 Universal Shock Mount for Camera Shoes and Boompoles	39.95
Film	1	Magnus PV-3310 Photo Tripod With 3-Way Pan and Tilt Head	16.95
Film	2	SanDisk 32GB SDHC Flash Memory Card	11.29

Instructional Materials Requests: We will need to prioritize these requests

Film	20	DVD's	\$500
Film	1	Filmstruck subscription	100
Film	1	Fandor subscription	45
Film	1	Netflix subscription	480
English as a Second Language	50	Small dry-erase whiteboards for classroom activities	84
English as a Second Language	48	Small erasers for dry-erase whiteboards	24
English as a Second Language	48	Expo markers for dry-erase whiteboards	42

**3:00 – 3:20 Discussion Item: Additional Program Review Items, as needed**

Faculty Requests (no need to prioritize – only one request)

**Communication Studies Department requests 2 full-time faculty** with expertise in teaching a variety of COMM courses, such as Media and Communication, Literature Interpretation, Argumentation and Debate, Public Speaking, Interpersonal Communication, Small Group Communication, and Intercultural Communication.

Staffing Requests (no need to prioritize – only one request)

LAD Office Assistant II -- increase in current position (48% to full-time)

Facilities Requests (no need to prioritize; same as previous year)

White boards on all walls of classrooms – Bldg 16

7 Doc cams for rooms without – Bldg 16

**3:20 – 3:40 Division Business**

- Committee Reports
- Announcements

**3:50 Good of the Order**

**4:00 Adjourn**

Next LAD Meeting:

Mon., Dec. 3, 2:30 - 4:30pm

CARES Team Visit

Guided Pathways Update

AB 705 Update

Other ??