



### ESA MEETING #1

Friday, September 18, 2020, @ 2:00 PM–4:00 PM via Zoom

<https://tinyurl.com/ESAmtg1> (PW: 900393)<sup>1</sup>

2:00 PM–2:15 PM Fellowship and mingling

2:15 PM–2:30 PM Co-Chair updates and announcements

1. Executive Committee Notes [Here](#)
2. ESA Hosted Events for the Semester w/ Zoom Links [Here](#)
  - a. Post FF Happy Hours (Every Friday at 5pm)
    - i. Do we want another time for happy hours?
  - b. Halloween Movie Night Watch Party!
  - c. Virtual Revels!
3. How to make this feel like a community
  - a. First year Care Packages

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<sup>1</sup> Here's the full invitation:

Topic: ESA Meeting 1

Time: Sep 11, 2020 02:00 PM Eastern Time (US and Canada)

Join Zoom Meeting:

<https://us02web.zoom.us/j/78918587751?pwd=OURDMmRzZmtkLzkvNHVlOU5LcCtjUT09>

Meeting ID: 789 1858 7751

Passcode: 900393

- b. More Zoom happy hours?
- c. A Group Chat - Slack, Discord, etc?
- 4. What procedures do we want?
  - a. Record meetings?

2:30 PM–3:00 PM    Committee updates

<b>Committee</b>	<b>Members</b>	<b>Updates</b>
Admissions and Financial Aid	Onur Ayaz Sharanya Dutta Daniel Hengel Christian Lewis Emily Price Nik Valdez Michell Wilson Dhipinder Walia	CL distributed letter admissions committee wrote and gave to EO last admissions cycle.  We need to email Siraj.  Also wondering if we have access to the application before it goes live? Waiting for updates from co-chairs.
Alumni and Fundraising	Sukie Kim Stefano Morello Queenie Sukhadia Robert Yates	Completed academia-adjacent alum profiles need to be updated on the website - have been getting questions as to when this will be done.
Co-Chair	Will Arguelles Genevieve Bettendorf Olivia Wood	See Above
Conference Operations		
Conference Steering	Miranda Hajduk Emily Price	We have made a google form for the CFP and are ready to send it out very soon. We are waiting to hear the confirmation we will be online for the spring before doing so, and have begun to make the preparations we need for the online conference. We have 2 DSC rooms on hold just in case things change suddenly and we are in person for the spring, but those requests will likely be denied when the online spring semester becomes official. Currently we are exploring the options available to us

		<p>for online conferencing, and as of right now are hoping to have a CUNYcommons website to function as a home-base, with Microsoft TEAMS as the place the conference will actually be held. Still in the process of exploring all our options however.</p> <p>We have also discussed some potential roles for the conference support committee, and so far it seems that we will need people to:</p> <ul style="list-style-type: none"> <li>- help read through paper proposals</li> <li>- conference logo design</li> <li>- volunteer as chat moderators during the conference itself</li> </ul>
Course Assessment	<p>Onur Ayaz Cary Fitzgerald Cassandra Murray Tim Dalton</p>	<p>Per the co-chairs, it seems likely the form of these assessments will be digital this semester. In past semesters, this work has been mainly transcribing handwritten evals.</p>
Curriculum	<p>Mitchell Wilson Sylvia Korman</p>	<p>No updates :)</p>
Diversity	<p>Filipa Calado Miranda Hajduk Daniel Hengel Emily Price Nik Valdez Eric Dean Wilson</p>	<p>We have a meeting scheduled at 12pm, right before the ESA meeting, so we will come in with some more details about what we discussed there.</p> <p>In the meeting we discussed our plan of action for the year. We have 2 goals: to revise and resubmit the grant proposal we wrote last year, and to continue to find sustainable ways to prevent the diversity committee from being siloed off from other committees (in the spirit of the Diversity Summit we had last year). We discussed possibly proposing to the ESA at large a future re-shaping of the diversity committee to be a</p>

		committee of appointed representatives from other committees (admissions, curriculum, etc) rather than an elected committee, in order to ensure diversity committee is connected to the other committee's concerns all year long.
Elections	Onur Ayaz	I need to contact bradley nelson, who did this before, about what to do
Executive	Shoumik Bhattacharya Michele Chinitz	See Above
Faculty Membership	Jacob Aplaca Filipa Calado	<p>We discussed the call for applicants for the open position in Rhet/Comp (CUNY appointment; not an outside hire). This is moving forward. Kandice hopes to have events (seminars, talks, etc.) with candidates in the spring.</p> <p>FM is also reopening discussions about a U.S. Latinx appointment (again from the CUNY colleges; not an outside hire). The search for this would begin at the <b>earliest</b> in the spring.</p> <p>All future efforts to appoint or hire new faculty will need to take into account the fact that the size of all incoming cohorts for the foreseeable future will be reduced to 16. Since our program has faced some difficulties (or close calls) in the past filling our courses, this will certainly have a noticeable effect.</p>
Friday Forum	Bradley Nelson Sean Nortz	

Placement	Queenie Sukhadia Sam O'Hana Cassandra Murray	
Recruitment	Christian Fryer-Davis Daniel Hengel Paris Shih Sukie Kim	<p>Action items:</p> <ul style="list-style-type: none"> <li>● Fall event: event is on Friday October 16 at 4 pm</li> <li>● Need to talk about potential speakers (Kandice is thinking about Tanya Agathocleous and Bianca Williams so far). Any students interested in doing this? <ul style="list-style-type: none"> <li>○ Christian Lewis</li> <li>○ Anna</li> <li>○ Andrea</li> <li>○ Inma</li> </ul> </li> <li>● Get a list of students by field that would be open to talking to incoming students</li> <li>● Email CUNY campuses about the fall event?</li> <li>● Spring Event: Slotted for Friday March 12 (same day as ESA conference)</li> </ul>
Representative Outreach	Jacob Aplaca Dainy Bernstein Miranda Hajduk Stefano Morello Eric Dean Wilson	<p>Nothing to report (J.A.) Unclear what is needed from us holding this new position, will try to attend tonight's meeting but might not be able to (I'm still in a different timezone), recording ESA meetings is probably not a good idea for the amount of <i>chisme</i> the space inevitably produces, but I wonder if one of the co-chairs would be willing to talk to us or whether the other folks (Eric, Miranda, Dainy, and J) think it would be useful to set aside 30 minutes to discuss outreach strategies/needs/goals ? (SM)</p>

Website and Editorial	Param Ajmera Nicole Cote Cary Fitzgerald Zach Muhlbauer Queenie Sukhadia	We published a new alum interview to the ESA website <a href="#">linked here</a> and have a few additional interviews in the works, too. We're also working to blueprint a more sustainable design for the page on current student profiles, which is outdated and will require a major overhaul if we want to tie that page — and the ESA website, for the matter — to the English program's website. (ZM)
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Our Next ESA Meeting will be: **Thursday, October 8, 2020, @ 2:00 PM–4:00 PM**  
via Zoom

<https://tinyurl.com/ESAmtg2> (PW: 090739)<sup>2</sup>

Agenda for that Meeting is [Here](#)

#### Running Notes:

- Discord is a yes; Miranda (and Zach) are doing Discord in their classes and it's working
  - GB made informal motion to make Miranda Discord Czar/SysAdmin
  - Will seconded motion
  - Motion moved; Miranda is already setting it up and has how-to guide ready to send once Co-Chairs and/or Rep Outreach gets emails from Nancy
- Park meet-up in PM on Friday, October 3
  - GB will email Kandice to feel her/the Program out
  - Q about access/ability: include options for safe transport
- Revels is a yes; we should start thinking about a theme
- Procedures etc.:
  - Recording ESA meetings? General feel is that recordings are a no-go, though auto-captions would be a good point in argument for recording meetings
  - Would be good to have/post a concatenated version of meeting agendas, Zoom links, and the like
    - Something for the discord
    - Website/Editorial might want to take a look at this too

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<sup>2</sup> Here's the full invitation:

*Topic: ESA Meeting 2*

*Time: Oct 8, 2020 02:00 PM Eastern Time (US and Canada)*

*Join Zoom Meeting:*

<https://us02web.zoom.us/j/79759825532?pwd=VFcrbjlkT1hua2dEY2FJNFdDWDdSZz09>

*Meeting ID: 797 5982 5532*

*Passcode: 090739*

- Olivia shares link to union mtg from yesterday PM (9/18):  
[https://docs.google.com/document/d/1B6ad5MXuYLeDMJPZCCL3kk8S3SmoXhy-IFVAc\\_aRG1qQ/edit?usp=sharing](https://docs.google.com/document/d/1B6ad5MXuYLeDMJPZCCL3kk8S3SmoXhy-IFVAc_aRG1qQ/edit?usp=sharing)

**Attendees (19):**

Gen Bettendorf  
Will Arguelles  
Olivia Wood  
Miranda Hajduk  
Jessica Lugo  
Christian Lewis  
Zach Muhlbauer  
Onur Ayaz  
Sylvia Korman  
Sean Nortz  
Jacob Aplaca  
Sam O'Hana  
Sukie Kim  
Paris Shih  
Emily Price  
Mitchell Wilson  
Inma Naima Zanoquera  
Christian Fryer-Davis