

IVC English Department

Meeting Minutes
April 18, 2012
Room 2751 3:15pm

PRESENT

Baukholt, Robert
Ferrell, Diana
McNeece, Brian
Rapp, Frank
Shaner, Christina

Cormier, Judy
Heumann, Michael
Morris, Audrey
Rowley, Deirdre
Tirado, Xochitl

Dorantes, Kathleen
Lay, Nancy
Patterson, James
Samaniego, Olivia
Zielinski, David

ABSENT

Bemis, Roberta

Davis, Lincoln

GUESTS

Garcia, Leticia

Kemp, Elizabeth

Norris, Terry

I. Call to Order (M. Heumann)

Meeting was called to order at 3:15pm.

II. Consent Agenda (Approval of Minutes)

The minutes for March 07, 2012 were approved with amendments.
(MSC – Patterson/Cormier)

III. Reports

A. Academic Senate

Michael reported that a long discussion was held regarding re-organization. They ended up not coming to a conclusion or voting on anything at this time.

B. Curriculum

The AA-Transfer English Major was approved to begin Fall 2013. It has been submitted to the Chancellor's Office.

Discussion ensued over maintaining both majors or just leaving the English Transfer Major. Christina shared some concerns she has regarding the major. She feels that we're confined to intro and survey classes.

C. Basic Skills

Michael asked if there was any money in BS. Frank thought not.

D. Distance Ed

There's a proposal to move the college from Etudes to Blackboard. Faculty were encouraged to attend DE meeting on April 19 for additional information.

Brian did mention that Etudes was cheaper to use than Blackboard.

E. Student Learning Outcomes

A reminder to collect data was mentioned. Toni Pfister is stepping down as SLO coordinator this summer.

There are 66 DE classes in the fall schedule.

F. Dean's Report

Dean Efrain Silva will be running a Contract Ed program this summer called "Kids on Campus." The program is paid for by parents of the kids.

Brian also mentioned another Contract Ed proposal that would prepare students to take the Accuplacer Test.

And on another note of wellness, Brian shared that part of our insurance package is that we have a wellness program. There will be a Wellness Fair on April 25th for employees and their families.

Grace's name is on the lay-off list of 17 classified staff; she does have some bumping rights. Best wishes to Grace.

**IV. Action Items
None**

V. Discussion

A. Fall 2012 Schedule

There's been a delay in the development of the fall schedule. One reason is the addition of the college hour, and the other is that our new classes are now 4 unit classes, but we have managed to put something together based on Enrollment Management recommendations.

The following are the number of sections we would like to offer of each class:

- Engl 008 11
- Engl 009 22 (of which four would be online)
- Engl 010 five
- Engl 018 11
- Engl 019 16 (of which two would be online)
- Engl 101 27
- Engl 201 two online
- Engl 102 one online

Our FTES will go up with our classes being four unit classes.

B. “Re-Reorganized” English Chair Election

Nothing to say about English Chair Elections because we don't even know if there will be an English Chair!

**C. Sample Syllabi for English 008, 009, 018, 019
Engl 008**

Michael asked Xochitl for her input on Engl 008. She mentioned that the added novel was probably the biggest change. She kept the same textbooks as they were still listed in the course outline. The Reading Lab was incorporated.

Diana changed the reading lab a little bit and added another text book to it. Kathleen added vocabulary, reading and non-fiction to the class. She will be meeting with smaller groups during the last half hour of the class.

Engl 009

James added definition essays in the updated version of 009. He would like the common final for Engl 009. Michael asked the division if they want to have the common Final for 009.

James's frustration with the common final has been its placement at the end of the semester. Judy feels that the common final might be useful beyond anything else just as an incentive for the student because then it looks like there's consequences for not studying.

We cannot force anyone to participate in the common final, Michael reminded the division.

Christina says that we have to be careful with anecdotal evidence. We're gathering interesting data. Is it normal? Is it scientifically gathered? What are we gathering it for? What's the point of the commonality? Does the common test penalize students who do well in the class? Is this the best way to deal with it? Christina says that if we're going to institute it, institute it for a reason.

If you want to be a part of the final common in the fall, let the department chair know, per Michael.

Engl 018 – nothing was addressed.

Engl 019 – nothing was addressed.

D. Rethinking Reading Labs for English 018 and 019

Michael said that one of the things that the new classes do differently is that the reading lab component is now integrated into the class; it is no longer a separate lab component. You have a little more control over the class.

Michael said that he would like to keep things consistent the way they have been and have the students go to the lab for orientation and work on the blocks. He asked Terry if this was okay.

Please arrange times with Terry to take your students over to the lab.

Brian suggests instructors do regular visitations over to the lab. If we don't fully utilize the lab, the lab might just go completely away.

E. Professional Development

Nothing was shared.

VI. Adjournment

The meeting was adjourned at 5:00pm