

# IVC English Department

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**Meeting Minutes**  
**28 March 2013**  
**Room 2727 noon**

**PRESENT**

Baukholt, Robert	Lay, Nancy	Rowley, Deirdre
Bemis, Roberta	McNeece, Brian	Samaniego, Olivia
Cormier, Judy	Morris, Audrey	Shaner, Christina
Davis, Lincoln	Patterson, James	

**ABSENT**

Dorantes, Kathleen	Rapp, Frank	Tirado, Xochitl
Heumann, Michael	Ruhl, Taylor	Zielinski, David

**GUESTS**

Dorsey, Tanya	Sandoval, Angel
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**I. Call to Order (J. Patterson)**

Meeting was called to order at 12:05pm.

**II. Consent Agenda (Approval of Minutes)**

The minutes of 24 January 2013 and 28 February 2013 were approved as corrected.

**(MSC – R. Bemis/R. Baukholt, 1/24/13)**

**(MSC – D. Rowley/B. McNeece, 2/28/13)**

**III. Action Items**

**1. English Major – A.A. Degree Program Learning Outcomes**

The SLO Coordinator wanted to make sure that it was noted in our minutes that we took the time and talked about the PLOs for our English Major. Data was presented from ENGL 101, ENGL 201, and ENGL 224 which was gathered from the Fall 2012 semester.

The question was “how will this information be used to improve student learning?”

The discussion included questions and concerns about how the data was presented. Some information was available in numbers while other data was presented in percentages. References to students who did not participate in the assessments were unclear as to whether the student was enrolled at the time of assessment.

Pertaining to the data assessed for PLO 1 (Plagiarism and Academic Ethics), Brian McNeece suggested that the 201 teachers get together and talk about their various classes, which techniques worked, and which ones didn't seem to work.

Brian reminded the department that a recommendation from the Accreditation Committee is to do this very thing (dialogue about student learning). We haven't really been doing well because once we receive the results of our assessments, what do we do with them? We really don't demonstrate that we did much with the data. We need to discuss the results and show how we're going to improve our teaching with those results. James will set up a meeting.

James then asked about the teaching of plagiarism and ethics in ENGL 008, ENGL 009, and ENGL 010. It was noted that ENGL 111 also included teaching on plagiarism. Various instructors reported on how they address plagiarism and what kinds of plagiarism occur in their classes.

Deirdre Rowley had assessed PLO 2 in the ENGL 224, Survey of British Literature course, and she gave a brief explanation of how she assessed her class.

Discussion turned to the canceling of Literature classes. These classes usually only have a handful of students every semester. If we want to offer a major, we have to offer the classes that go along with it.

Brian came up with the idea of marketing the classes. We should make flyers and post them on campus and out in the community. With IVUP, he feels that we may have more students staying here in the valley for the degree. James said we need to get the word out to the local high schools that we have a new degree in English and that they can stay here for their first two years and then transfer to the university after that.

#### **IV. Announcements**

##### **1. Coaching & Collaboration Training Friday, 12 April 2013**

James said that we have some money in our budget so he'll be bringing in Queana Givens from ICOE. She'll be helping us develop our collaboration skills.

##### **2. Engl 110 Collaboration workshops – Tuesday, 16 April, Thursday, 18 April**

Olivia and Xochitl along with James will be coaching and collaborating their ideas for ENGL 110.

#### **V. Discussion**

James gave an update regarding the fall schedule. At first Kathy wanted to work on both fall and spring schedules at the same time but later changed her mind. James will be turning in a preliminary schedule tomorrow (29 March).

The question was asked about the demolition of the 500 Bldg. When the District renovated the 400 building, they got money from the state to help and the trade-off was that we had to do certain things such as tear down the 500 Bldg.

Christina asked about book orders for summer. Instructors should go ahead and contact Francisco from the bookstore, James said.

**VI. Adjournment**

The meeting was adjourned at 12:45pm.