

# English Department

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**Meeting**  
**September 10, 2013**  
**Room 2721 12:00pm**

## **PRESENT**

Baukholt, Robert	Bemis, Roberta	Cormier, Judy
Dorantes, Kathleen	Heumann, Michael	Lay, Nancy
Lay, Nancy	Loper, Amy	McNeece, Brian
Patterson, James	Rowley, Deirdre	Samaniego, Olivia
Shaner, Christina	Tirado, Xochitl	

## **ABSENT**

Davis, Lincoln	Morris, Audrey	Rapp, Frank
Zielinski, David		

## **GUESTS**

Dorsey, Tanya	Ferrell, Diana	Guijardo, Jose
Kemp, Elizabeth	Singh, Joanne	

### **I. Call to Order (J. Patterson)**

Meeting was called to order at 12:00pm.

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

The minutes for April 25, 2013 were approved as presented.

**(MSC – R. Bemis/M. Heumann)**

### **III. Chair Report**

#### **A. Census Rosters**

Census Rosters are due tomorrow, September 11. Please get them in if you haven't done so already.

#### **B. Teaching Evaluations for Fall 2013**

Brian will be evaluating full-time instructors and James will be assessing the adjunct faculty members. At this point of the semester instructors who will be evaluated should have already been notified at least once if not more.

**Accuplacer Validation** – Accuplacer testing is currently going on Engl courses 008, 009, 018 and 019. Originally there were going to be 26 sections but we ended up with 20 sections being tested. The validation report should be completed by late October. There were concerns regarding the timing of the tests being done.

Further discussion ensued regarding Accuplacer. James mentioned that new changes at the state level will affect the position of Accuplacer as one of our multiple measures.

### **C. Spring 2014 Schedule Development**

What's on EditGrid is pretty much set in BANNER. We should be able to start the faculty selection process for spring classes by the end of this week.

Nancy Lay gets to pick first because her discipline is in Reading only. Full-time temp Amy Loper gets to select after all FT Faculty chooses. Full-time faculty then goes through two rounds of overload. Then we open it up to those individuals who are outside the department but still qualified to teach, such as Brian McNeece, Scott Simpson, and Kevin Howell. Adjunct instructors then choose classes.

## **IV. SLOAC Update**

### **A. Assignment of Lead Instructors**

Some groups have already started meeting this semester. Reading teachers have met. Last Tuesday, (September 3<sup>rd</sup>) the ENGL 110 teachers met.

We've already identified which instructors will be collecting data this semester. Kathleen will be collecting for ENGL 051, David will be collecting for ENGL 250, Lincoln for 059 and 222. Kathleen will be collecting data for 008, Xochitl for 110 and Frank for 102.

James asked for everyone to start referring to our Freshman composition class (ENGL 110) as one hundred ten rather than just one-ten due to the confusion with ENGL 010 that happened recently when students were registering for classes.

### **B. Program Learning Outcomes need to be mapped**

We will assess the PLO for the English Program this semester. Engl 110 is taking PLO #3. They met last Tuesday and hammered out some language that James will be sending out to the instructors currently teaching ENGL 110. Hopefully we'll be able to help them to get at an idea if it's exemplary, satisfactory or unsatisfactory. Sections of ENGL 220 and 222 get PLO #2: the student will explicate and evaluate written materials.

The SLO Committee also has recommended that we start mapping out our PLO's. The example last week, when James met with the ENGL 110 and 201 instructors, is that plagiarism should be mapped out across the sequence. It will be expected also for ENGL 201, 009 and 008 as well. We want to eventually get to the point where we may have a formal recommendation to modify our course outline of record to reflect that mapping sequence.

**C. Dialogue Session for ENGL 110 SLO Revision/Update**

James mentioned that he has a project this year. That project entails mapping instruction pertaining to plagiarism and academic ethics against all of the composition classes and to re-examine the revision of the learning objectives for ENGL 110. This is something that came up in the spring when we were looking at the PLO's that the ENGL 110 instructor's had set. In the Fall 2013 Meeting Schedule there is a meeting set aside to begin dialogue for ENGL 110. Michael has comparative language material that some of our sister schools across the state use. He will share that material with James for the dialogue.

**V. Discussion**

**A. Linkage between ENGL 059 and ENGL 009**

James questioned if originally ENGL 059 was designed to be paired up with what is now ENGL 009. Roberta said that that sounded right. Discussion followed regarding the current, open offerings; offering a paired 009-059 section; and asking for Student Services support in recommending 059 for students who are re-taking 009 or 110.

**B. Proposal to remove mini research paper from ENGL 009**

The person that had this idea didn't think it was a good thing after all.

**C. Proposal to add common exit examination for ENGL 008**

The common examination for ENGL 009 has become a logistical problem. Last fall, 580 essays were read in one day; the total was just under 500 in the spring. James will ask ENGL 008 instructors this semester if any would be interested in piloting a common examination.

**D. Other**

On a separate issue, James mentioned that the spring schedule is fairly well set. Also, Kathy Berry wants the Instructional Council to start working on Summer/Fall/Spring/Summer schedules. When she retires next year, she doesn't want her successor to have to worry about the schedule.

**Adjournment**

The meeting was adjourned at 12:31pm.