

English Department

MEETING MINUTES
March 4, 2014
Room 2727 12:00PM

PRESENT

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

ABSENT

Lewenstein, Jay	Rapp, Frank
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GUESTS

Tanya Dorsey	Diana Ferrell
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I. Call to Order (James Patterson)

Meeting was called to order at 12:00pm.

II. Consent Agenda (Approval of Minutes)

The minutes for February 4, 2014 were approved as corrected.

(MSC – K. Dorantes/J. Cormier)

(Correction was: Kathleen wanted to clarify what she said in Section Five under Linked Classes. Kathleen said that the success rate of the linked class was better than the non-linked class.

III. Reports

A. SLOAC Meetings

We recently had a SLOAC meeting for ENGL 009 and ENGL 110. Results of last semester's Common Final were discussed.

B. Book Orders for Summer and Fall 2014

The bookstore has asked for textbook orders. An email will be sent out asking instructors to turn in summer and fall book orders separately.

C. Professional Development Training in May

Last spring we had a Professional Development Training event with ICOE, lunch was served. We learned about collaboration and coaching. We're going to try to have another one this spring. The date of May 2nd is not available. James will check with ICOE to see what May 9th looks like. It'll be a catered lunch, and this time they're going to come to talk to us about

Common Core, specifically English Language Arts, grades 9-12. Once we get a date nailed down, James will be sending out an announcement that we're going to be doing the training.

D. English Department Student of the Year Nominations

The ASG Awards Banquet is on May 9th. James will be sending out an email soon asking for nominations for Student of the Year.

IV. Action Items

A. Approval of Plagiarism Column in English Standards Grid

Discussion ensued regarding a plagiarism column being added to the English Standards Grid. The group agreed upon the following:

ENGL 008: Student demonstrates basic attribution of sources.

ENGL 009: Student avoids plagiarism through the use of quotation marks, parenthetical references, and appropriate MLA documentation.

ENGL 110: Student incorporates information from multiple sources, using MLA style, avoiding plagiarism and adhering to academic ethics.

ENGL 201: Student demonstrates an understanding of and commitment to academic ethics in scholarly writing, demonstrating mastery of source integration and attribution in MLA style.

(MSC – M. Heumann/R. Baukholt)

V. Discussion

A. Next Steps in SLO Development

As we're moving SLO's into SPOL, Sydney Rice is talking to us about streamlining our course SLO's to align better with our PLO's. We've been talking about this already for several months, but the idea is these four statements that deal specifically with plagiarism because our PLO's deal with plagiarism. We will eventually take these four statements and plug them in as SLO statements for these classes.

B. Other

When we selected classes for summer, we completed our process as a department. We then went to the part-timers to complete staffing the summer classes, so when we pick classes for winter we'll start at the top of the list like we have done. Winter will be smaller than summer, so we're back in the situation we've been in before where we may select all of the classes and full-time staff may still be in process. In other words we might end up stuck in the middle. We had talked two years ago about starting the next cycle with that next person in line.

At this point we're okay for winter because we did finish the cycle for summer. We'll start at the top of the list. The Instruction Office is going to be pushing us to start selecting classes for winter. At the April meeting we want to go back to that decision that was sort of consensus two years ago, revisit it, and codify it into our minutes so that we've got something on record.

VI. Other

A. Announcement

Brian McNeece sent out an announcement earlier this morning. He is returning to the classroom next academic year.

VIII. Adjournment

The meeting was adjourned at 12:34 p.m.