

# English Department

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**MEETING MINUTES**  
**May 19, 2015**  
Room 2721 12:00pm

**PRESENT**

Baukholt, Robert  
Dorantes, Kathleen  
Howell, Kevin  
Shaner, Christina  
Zielinski, David

Bemis, Roberta  
Ferrell, Diana  
Lay, Nancy  
Simpson, Scott

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

**ABSENT**

Garcia, Olivia

Rapp, Frank

Rowley, Deirdre

**GUEST**

Kemp, Elizabeth

**I. Call to Order (Kathleen Dorantes)**

Meeting was called to order at 12:03 p.m.

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

The minutes for April 28, 2015 were approved as presented.  
**(MSC – R. Baukholt/X. Tirado)**

**III. Action Items**

**1. English 8 Hybrid class**

Roberta stated in the meeting that today she was feeling the loss from way back of never having had the vote to offer or not offer developmental classes online.

David said that Michael made a good comment in the email he sent out after last month's meeting. David said that maybe we need to do a little more research before voting yes or no on making ENGL 008 available as a hybrid course. He also suggested maybe getting a Task Force Committee going and getting more information.

Audrey asked that if it was voted down, does that mean forever or could it be revisited. Kathleen said it could always be revisited.

**(M/S – S. Simpson/A. Morris)**

**The vote for the motion was 11 no votes and 4 yes votes. The motion was not approved.**

#### **IV. Discussion Items**

##### **1. Raising Class Caps on American, British, World Literature and Mythology Classes.**

Kathleen mentioned that the District wants to raise the class caps on all classes to 35. One of the possible ways to protect our caps of 28 in English 110 and English 201 and a cap of 30 in English 8 and English 9 might be to raise the caps on classes in which having more students does not dramatically increase the class workload. Raising the caps in a writing class means many hours more work for every student added.

Michael said that since the advanced literature classes are only offered sporadically, he doesn't have a problem with the cap being raised.

Judy's concern is that if the cap is raised on these advanced literature classes, then the required quota to keep a class going is raised. Judy said she fears it would be easier for these classes to be cancelled if they have a larger cap. She said an American Lit class she had a few years ago was canceled on her for that reason.

Kathleen said she had not realized that a literature class had been cancelled so recently, and that is a worry since our literature classes are now run on a three-year cycle. If an advanced literature class is cancelled, that adversely affects our English major students. Therefore, Kathleen said raising the class cap on these advanced classes would require more thought and more assurance from the Instruction Office that these types of classes would not be cancelled.

##### **2 Fast Track 8 Week Classes**

Kathleen mentioned that we're looking at offering Fast Track (concentrated) classes, beginning in Fall 2016. English would offer some ENGL 009 and 110 classes, 009 to be given the first eight weeks and the 110 the second eight weeks. Doing it this way, a student could be done with these two writing classes in one regular semester.

Roberta asked if maybe we should analyze data on summer and winter sessions first. Audrey asked if success rates were higher in the summer and winter sessions. Kathleen doesn't have any data on that.

David said that some of our summer student population are students who transferred and have come back to IVC. Christina said she feared instructors would make the classes easier in the shorter time frame.

Xochitl said she taught an ENGL 110 fast-track class last year. When the class started, it had only 18 students. However, every single student stayed with the class, and her success rate was good. She said she

had a very positive experience, and she did not change any requirements that she would have had for a semester-long English 110 class.

## V. Reports

### 1. Chair's Report

#### a. Site License Progress (MST and Aplia)

Kathleen reported that the Aplia Site License is not going well, and she doesn't think she's going to get it. MST is expiring in September and is being phased out.

#### b. Basic Skills Funding Requests

##### i. YouTube Screencasts for Instruction

We're trying to come up with content to fill the void with the loss of My Skills Tutor. In Basic Skills, it has been proposed that we can develop our own online material using Screencast or Camtasia. Once the material is developed, anyone in English can use the online lessons for free. If anyone is interested in helping develop these materials, please contact Kathleen. English teachers will get paid \$60.00 an hour to develop lessons.

##### ii. Summer Bridge to English 008

Kathleen said that we're hoping to get enough students who need extra help to sign up for ENGL 008 Summer Bridge Program. It will be held from 8:30 a.m.-12:45 p.m. for the duration of summer session. Students will receive help with grammar, reading and writing. The material that the students need for the program are lent to them, and the program is free. Kathleen said to please recommend any struggling students to this program.

#### c. Standards Committee Progress

The Standards Committee is putting together a chart that can be used as a generic grading rubric chart.

## 2. Reading Task Force

Audrey reported that the Reading Task Force so far has looked at what five other colleges are doing, they are:

- Cuyamaca
- Santa Rosa
- San Diego City College
- Mt. San Antonio
- College of the Desert

They've looked at the number of reading classes that these colleges have and the different models they have. They're looking at models that might work here. The committee would like to get reports on two to three more colleges. Audrey said that the committee is waiting for statistics from James, who is looking at how students do in English 110 if they have reading deficiencies. James's information

should be out in the end of June because he is waiting for the Spring semester to be over.

### **3. Academic Senate Report**

Michael reported that the Casino Night Fundraiser that was held on Friday night was a success. People that attended all had a great time. A lot of money was raised.

Michael said that the AS is thinking of changing the Senate meeting time for next year to the first and third Wednesday of the month.

He also said that a resolution was proposed for the reorganization of Learning Services.

Also, they're thinking they might want to have the waitlist changed from 20 to 10 students.

### **VI. Adjournment**

The meeting was adjourned at 12:47pm.