

## Basic Skills Funds Request

### Name of person or persons requesting funds:

Michael Heumann, English Department Chair

### **Proposal: Stipends to Compensate Part-Time English Faculty to Grade English 008 and 009 Common Finals in Spring 2018**

#### **1. Write a one or two paragraph summary (approximately 200 words) of your proposal and how it will contribute to increased student success in Basic Skills classes at Imperial Valley College. Basic Skills classes are ESL, Math below Math 91, and English below English 110.**

All students taking English 008 and English 009 take a common final exam. The instructors of the respective classes grade the exams collectively after first taking part in a norming session designed to ensure that performance standards are applied consistently to all student work. Each exam is graded at least twice during a one-day, marathon session (the Wednesday of week 16 for 009, the Thursday of week 16 for 008). The process is designed to provide an objective and thorough assessment of every student's work, and it also provides an opportunity for faculty to collaborate and compare notes on teaching strategies and best practices in the teaching of writing.

We are requesting that Basic Skills provide the funds to compensate our part-time faculty teaching English 008 and 009 to participate in the common final grading. Without these funds, there will be no money available to compensate part-timers for their work. This will deprive part-timers of a golden opportunity for collaboration with their colleagues and will end up negatively impacting the department and the basic skills students as a whole.

#### **2. Include a timeline or flow chart that indicates approximately when activities will occur.**

##### **Spring 2018 Semester**

- English 009 Common Final Norming Session & Grading: June 6, 9 AM to 3 PM
- English 008 Common Final Norming Session & Grading: June 7, 9 AM to 3 PM

**3. Include a budget, table, or chart that includes the items/materials/resources needed and approximate costs for each. This may include money for hourly wages.**

<b>Event</b>	<b>Date</b>	<b># of Hours</b>	<b>\$/Hour</b>	<b>X # of PT Faculty</b>	<b>= Total Pay</b>
Spring 2018 English 009 Common Final Grading	6/6/18	6	\$32.50/Hour	4	\$780
Spring 2018 English 008 Common Final Grading	6/7/18	6	\$32.50/Hour	3	\$585
					<b>\$1,365</b>

**4. Describe positive outcomes and proposed means to assess them.**

The common final grading is the mechanism that the English Department uses to assess the SLOs for English 008 and 009. The norming session that precedes the grading is one of the key professional development opportunities available for English faculty, as it helps faculty attain agreement on how standards of performance are applied to student work.

**5. If applicable, provide baseline data for positive outcomes. (For example, if you are using embedded tutors in the classroom, provide success rates of instructor(s) in the course prior to using embedded tutors).**

N/A

**Submitted by:**

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**Michael Heumann      English Department Chair**