

## **English Department Meeting Agenda**

October 19, 2011

4:45 PM in Room 2751

### **I. Welcome and Introduction**

### **II. Consent Agenda**

- A. Minutes from the September 21, 2011, meeting

### **III. Reports**

- A. Academic Senate
- B. Curriculum
- C. Basic Skills
- D. Distance Education
- E. ATLAS
- F. Dean's Report

### **IV. Action Items**

- A. English 110 (Revision of English 101)

### **V. Discussion**

- A. Summer School Update
- B. SLO Sub-Committees
- C. Scheduling of Online Classes
- D. English Major
  - 1. PLOs
  - 2. Critical Writing and Thinking Through Literature
  - 3. Revisions to Major
- E. One-Unit "Paired" Classes
- F. Credit by Exam
- G. Sharing
- H. Other

### **VI. Adjournment**

# Arts & Letters Division

**Meeting**  
**September 21, 2011**  
**Room 2751 - 4:45PM**

## **PRESENT**

Beckett, Phil	Cormier, Judy	Dorantes, Kathleen
Ferrell, Diana	Heumann, Michael	Patterson, James
Rapp, Frank	Rowley, Deirdre	Samaniego, Olivia
Shaner, Christina	Tirado, Xochitl	Zielinski, David

## **ABSENT**

Baukholt, Robert	Bemis, Roberta	Lay, Nancy (class)
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### **I. Call to Order (M. Heumann)**

Meeting was called to order at 4:45pm.

### **II. Welcome and Introduction (M. Heumann)**

Welcome everyone.

### **III. Consent Agenda**

The minutes for August 18, 2011 were approved as presented.  
**(MSC – D. Zielinski/James Patterson)**

### **IV. Reports**

#### **i. Academic Senate**

Michael reported that two things were discussed at the meeting. One was the .5 unit that our reading classes have and the second item was having a college hour, a common hour that the college would set aside campus-wide where meetings, etc. could be held.

David said that Eric Lehtonen is looking for someone to go with him to the Area D meeting, if anyone wants to go, they are welcome. Please contact Eric.

**ii. Curriculum**

Michael reported Engl 230, Intro to Film History and Criticism was approved.

Our Literature classes need SLO assessment, textbook information needs to be updated also.

Our two new classes, Engl 008 and 009 are in the pipeline.

**iii. Basic Skills**

Frank, David and Michael will be leaving to Berkeley on Friday to attend an Accelerated Learning meeting.

**iv. Distance Education**

David reported that Instruction Office has been eyeballing DE classes and feel that the DE programs are not effective and see that retention rate is different for face to face classes and online classes.

Andres and David would like to see all DE instructors get together to collaborate and share ideas amongst each other.

**v. ATLAS**

Currently James is working with Ralph Marquez and Olivia is working with Mary Jo Wainwright on collaborative learning.

**vi. Dean's Report**

No report from Brian.

**V. Action Items**

**i. Developmental Reading Sequence Revision**

1. Replacing English 86/87 with English 18
2. Replacing English 88 and 89 with English 19

Both classes will be made into 4 lecture unit classes.

Discussion ensued on why My Reading Lab was not mentioned in the course outline.

**(MSC D. Rowley/J. Patterson that Engl 86/87 be replaced with Engl 18; and that Engl 88 and Engl 89 be replaced with Engl 19.)**

**ii. Revision of Engl 101 to a 4-Unit Class**

(Item pulled)

**VI. Discussion**

**i. SLO Sub-Committees**

David reported that for the Writing sub-committee, Deirdre is working on Engl 101; Robert on Engl 10; Kathleen on Engl 99; Olivia on Engl 98 and he's working on Engl 59.

Progress is being made.

**ii. SLO Assessment: English 86/87, 88, and 89**

Michael will send data out in an email and would like the Division's feedback.

**iii. Turnitin.com**

Michael had bad news regarding Turnitin.com but David told him to hold on and he would talk to Taylor Ruhl about it. The bad news was that our subscription will expire in October and we will not be renewing it. David said that Dr. Ruhl had mentioned something to the effect that there might be some money that could be used for certain things and renewing our subscription might be one of them.

We spend approximately \$8000 a year on Turnitin.com.

**iv. Sharing**

Michael asked Frank and David if they wanted to share anything on how their Engl 10 classes are working out so far.

Frank said he's pushing the students but doesn't know if he's pushing them hard enough. They're responding really well to the readings and having a good time.

David said that him, Frank and Rob share info regarding the class and trade quizzes, the students are all showing up, essays came in on Monday, the students are reading a book and seem to be engaged in the class and enjoying it.

**v. Other**

Michael mentioned the paired classes that the Division is teaching this semester. He, Kathleen, and Deirdre said they all seem to be working out.

**VII. Adjournment (M. Heumann)**

The meeting was adjourned at 5:50pm.