

**El Camino College Humanities Division
English Department Meeting
November 26, 2013**

J. Annick	X	M. Ansite	X	G. Armao	X	S. Bachmann	X	S. Blake	X
D. Breckheimer	Sab	B. Budrovich	X	A. Carr	X	M. Cheung	X	T. Cody	Sab
S. Degnan	X	S. Donnell	-	D. Crotwell	X	S. Gates	-	A. Gallagher	X
B. Halonen	X	C. Henson	X	L. Hong	-	B. Isaacs	X	B. Jaffe	X
B. James	-	J. Jung	X	R. Ketai	X	S. Kushigemachi	X	M. Leiby	-
J. Madden	SB	P. Marcoux	Sab	S. Merz	X	K. McLaughlin	X	J. McMahon	X
C. Nagao	X	B. Peppard	X	A. Sharp	SB	C. Somin	X	D. Thompson	X
S. Waterworth	X	L. Welsh	X	R. Williams	X	J. Zhao	X	R. Cerofeci	X
S. Corbin	-	R. Kistler	X	V. McCallum	X	I. Newbury	-	C. Parks	X
S. Schwartz	-	L. Bergeron	X						

1. ANNOUNCEMENTS

- 1.1. Rose Ann Cerofeci and Ashley Gallagher are our new Academic Senate representatives.
- 1.2. Grades due December 20 (earlier than usual).
- 1.3. English full-time positions ranked 12, 21, 28, and 31 [Journalism 1, Spanish 14].
- 1.4. Discipline forms—use paper forms in division office and mail room.

2. ACCREDITATION

- 2.1. The visit on November 14 from Don Warkentin, president of West Hills College, seems to have gone well. Chris Gold sent an email noting that he seemed impressed with the college's follow-up accreditation report and the progress we've made in the area of SLOs.

3. SLO UPDATE (Kevin and Stephanie)

- 3.1 All courses now have three SLOs and designated assessment tools. Several courses are undergoing assessment this semester, including English 1B and English 1C, which will also undergo course review next semester.

4. CURRICULUM (Scott, Allison, Sara)

- 4.1. **Our IRW** (Integrated Reading and Writing) course will begin its experimental run fall of 2014. It will be titled English 50 WRA and will be a 5-unit course. We will be offering six sections—all under FYE—this fall.
- 4.2. The use of the tutor in pre-college level composition courses needs discussion; we will conduct workshops (tutors and faculty) in the spring to discuss best practices and the inclusion of in-class tutors in the COR for English B, A, and the IRW series.

5. PLAN BUILDER RECOMMENDATIONS

5.1 The faculty reviewed and approved the following recommendations for Plan Builder:

English Plan 2013-2014 Recommendations rollover

1. Increase Writing Center tutor pay from \$15.00/hour to \$17/hour and from \$17/hour to \$19/hour.
2. Evaluate the role of the in-class tutor as a curricular requirement for English B and English A. Assess the tutor/faculty relationship and conduct workshops for tutors and both full- and part-time faculty to address questions and concerns about the use of tutors in pre-transfer level courses.
3. Appoint a liaison for Reading Success Center.
4. Consistency Project (1A is completed, 1B & 1C are underway, and A & B are upcoming).
5. Measure student success in non-transfer levels and evaluate methods of measuring student success.
6. Revisit the use of the Parscore testing system for reading classes, continue data collection, analyze data, and offer training to adjuncts.
7. Continue to study pre-transfer level courses and work on new models for increased student success.