

English Department Minutes
April 9, 2015

In attendance:

1. ANNOUNCEMENTS

- 1.1 CAREER AND MAJORS FAIR: Tuesday, April 14, from 10:00 to 2:00 on library lawn.
- 1.2 MYRIAD student readings: Thursday, May 7th, 1-2. EAST DINING ROOM.
- 1.3 Humanities spring party at Kate McLaughlin's place: Saturday, April 25th from 4-7pm.
- 1.4 ACADEMIC AWARDS CEREMONY: Wed. April 15, 5:00 p.m.: East Dining Room
- 1.5 Grade Forecasting: Forecasting begins immediately and ends on Friday, April 17, 2015
- 1.6 Evaluations: Complete packets (self-eval, grades/attendance/syllabi) due to evaluators and Charlotte by Friday, April 17, 2015 / entire packet due April 24.
- 1.7 PUENTE: Rachel Ketai

2. SPRING 2016 SCHEDULE UPDATE

- 2.1 Classrooms availability
- 2.2 Impact on teaching schedules

3. CURRICULUM

- 2.1 Credit by Exam for English 1A: The department voted to discontinue offering Credit by Exam for English 1A.

I. SLO UPDATE

- a. Kevin and Argelia to share the list of courses to be assessed this semester and will follow up with emails.
- b. Assessment leader for English A: Deb Breckheimer
- c. Assessment leader for 80 & 84: Suzanne Gates
- d. English PLOs 1 & 2 to be assessed this semester. Sara Blake and Suzanne Gates to be PLO assessment leaders.

II. CONSISTENCY PROJECT UPDATES

- a. English A: It's underway.
- b. English B: It's underway.

4. Student Equity Plan

- 4.1 Update on funded activities for 2014-15
- 4.2 Plans for 2015-16
- 4.3 Survey on effectiveness of second tutor in English A and B

5. Other

COURSES ASSESSED SPRING, 2015

80: S. Gates
84: S. Gates
A: Debra Breckheimer
15B: Rachel Williams
20: Lyman Hong
24A: Clint Margrave
28: MaryAnn Leiby
31: Bruce Peppard
36: Brent Isaacs
78: Kim Krizan
40B: Tom Cody
98: Pete Marcoux

ENGLISH B SLOs

REVISED English B SLOs as of March 1, 2015:

1. Apply appropriate strategies in the writing process including prewriting, composing, revising, and editing techniques to write a paragraph that responds to a text discussed in class.
2. Compose paragraphs, both in and out of class, that include a clear topic sentence that is supported by pertinent supporting details.
3. Use basic rules of grammar, spelling, usage, and punctuation, and avoid errors that interfere with clarity.
4. Follow MLA guidelines to format a document (heading, margins, indentation, spacing, font, pagination, title).