

**El Camino College Humanities Division
ESL 53C Consistency Meeting Minutes
September 20, 2014**

In attendance:

Blaho, Vicki

Currey, Nancy

Herschenhorn, Suzanne

Llado, Nitza

Loya, Rebecca

Mochidome, Debbie

Pereyra, Bonnie

Sharifi, Amir

Shibata, Grace

Uyemura, Evelyn

1. Typical Essay Assignment

1.1 Nancy began the meeting in Humanities 314. She showed everyone an example of a typical assignment she gives in her 53C class. She explained that she first begins by presenting the topic and having the students write their rough drafts in class. She provides outlines for the rough drafts. Then, after she goes over the students' essays, she hands them back and has them keep an error log of their mistakes. Sometimes she has the students work alone and sometimes in groups. Next, Nancy has students peer edit each other's rough drafts. Discussion began at this point. Suzanne mentioned that it was not allowed to show students' names in front of other students in the class because of a privacy act. Suggestions were made about how to go around this. Rebecca said that she introduces the idea of pseudonyms and has students pick out fake names before passing around their rough drafts for editing. Amir said that he simply asks the class for volunteers to show their essays.

2. MLA Formatting

2.1 Nancy brought up a new topic which was the idea of introducing MLA formatting to students. She noted the importance of having students recognize the specific rules and formatting. Amir suggested the benefit of using the "track changes" function on Microsoft Word. He taught the group how to use the function to help the student notice the changes that were made to their essay. Debbie mentioned that she had a handout that she gives her students on how to use Word if any of the faculty were interested in having it. Suzanne mentioned that studies have shown the benefits of handwriting essays as opposed to typing them.

3. Weighing Grades

3.1 The topic of weighing grades came up next. The teachers gave their opinions on what should be weighed more in the class, the essays worked on throughout the semester, or the mid-term/final in-class essays. After a long discussion, everyone agreed that this had to be determined by each individual teacher, and that setting a strict guideline here would prove too restrictive.

4. Turnitin Training Session

- 4.1 At this point, everyone was invited to move to Humanities 313, a computerized classroom, for an orientation of Turnitin by Evelyn. Evelyn introduced everyone to the program and presented a handout giving specific instructions on how to sign up and use the program. The training session lasted a long time and this was due to the genuine interest of everyone in attendance. At the end of the session, most everyone requested a follow-up meeting and expressed their gratitude to Nancy and Evelyn for organizing such a successful meeting.