English Department Meeting Minutes February 7, 2020 8:00-10:30 a.m.

H-206

In attendance: Rick Adams, Lynnette Beers-McCormick, Lisa Dela Cusak, Elizabeth Elchlepp, Corinna Evett, Sara Gonzalez, Kate Kosuth-Wood, Will Lennertz, Ryan Murphy, Nidzara Pecenkovic, Maureen Roe, Roberta Tragarz, and Kathy Hall.

Minutes Respectfully Submitted by Kathy Hall

1. Announcements (Elizabeth)

- **a.** Cancelled sections 13 sections of English 100 and 101 were cut this semester.
- **b.** Fall loads were distributed.
- **c. Adjunct observations** will be emailed when the list is prepared.

2. Reports

- **a. Program Review future planning** We reviewed the importance of Program Review and discussed both how it works and lessons from our recent Program Review process with an eye towards creating a more inclusive process as we make plans moving forward, including with regard to the creation of ad hoc committees. We will revisit the subject in our next meeting.
- **b.** CIC (Nidzara): SAC's ENGL 222, a one-unit support course for English majors, has been approved. It is not yet clear when it will be offered. ENGL 59, 60, and 61 are deactivated.
- c. SLOs (Will): We will be restarting SLOs this semester with a new process Will has been trained for. We may get samples from eLumen. 102,103, and literature courses are this semester, and we will be inputting data directly. We need to be timely and have realistic expectations with regard to numbers in order to get reliable results.
- **d. EMPC** (**Bert**): Starting March 12 and continuing each 2nd and 4th Thursday for the rest of the semester, EMPC meetings will include 15-minute Program Review Conversations. We will need one or more volunteers to discuss our Program Review. Volunteering will be on the agenda for the next meeting.
- e. Writing Center, English 100, and Student Services Showcase (Mo): Mo distributed flyers for the Writing Center, Reading and Writing Workshops, and the Writing Contest. She reminded us of the Student Services Showcase and announced that the evening sessions had been cancelled. She requested flyers for programs to be distributed for the Student Services Showcase. We then reviewed the handout she brought to update us on English 100. We reviewed baseline English 100 data statewide compared to SCC and compared English 100 data with English 101 data. We will need to compare Fall 2019 data with Fall 2020 and compare our data with that of other colleges. We will also need to look at success rates in 102 and 103. English 100 will be on the agenda for our next meeting as well. Will pointed out that the data set was quite small for English 100 compared to English 101. Lisa reminded us to compare success rates in the single semester of English 100 with success rates over multiple semesters in which students took 50, 60, and/or 61.

- **f. Senate (Ryan):** Executive Board elections and Senate elections are coming soon. There is a plan to do "trickle down" elections with elections for the President first and so on by early March. Kathy suggested we might vote for Senators first to ensure that only acting Senators will be eligible to run for office.
- g. Facilities (Rick): No report.
- 3. Discussion and Approval
 - a. Program Review revision and approval: Bert led us through the major suggestions for revision for the Program Review. We kept "Basic Skills" language for past courses, used "foundational" in other cases. We moved Distance Ed considerations to the part of the document which looks to future plans, readded the statement regarding trapezoidal desks, added Learning Assistance and Professional Development to the plan for improving English 100, recommitted to language stating that the Writing Center serves all SCC courses, and readded previous expressions of gratitude.
 - b. Consistency in the Writing Center: tabled
 - c. Writing Contest: tabled
 - d. Online Teaching: Nidzara invited a discussion of online instruction. Rick reviewed issues and questions which had been concerns in the past regarding verification of student work and other security issues, how robust the conversation is online, how the department did not want to be forced into it, and lack of understanding about how English is taught on the part of some administrators. Corinna reminded us of difficulties the department had encountered with regard to the process, keeping departmental control, and the inability to maintain hybrid status of courses. Elizabeth added that Honors had been pressured to go online, and reenforced the fact that the department had tried to add hybrid classes but could not delineate the hybrid courses from entirely online courses. Sara told us about the student needs she discovered by teaching online. Nidzara would like to talk to CIC regarding online English courses. We will revisit online teaching at our next meeting.
- 4. Next Meeting: 11 March 2020 3:30 p.m.
- 5. Other: None, but for those keeping score, next month's meeting agenda will include
 - a. Volunteers for Program Review Conversations
 - b. English 100
 - c. Online Teaching
 - d. Consistency in the Writing Center
 - e. Writing Contest
- 6. Lisa moved to adjourn, Kathy seconded