

DEVW Minutes

Friday, April 12, 2013

HBC 410, 1:00-3:00 p.m.

Faculty members absent: Louella Tate, Joe Wiseman, Carrie Nance, Evelyn Richesin, Hilda Ollmann, Hillary Reyes

Department Chair Update

- ✓ Our new adjunct faculty representatives for 2013-2014 are Louella Tate, Bill Martin, Joy Clark, Joe Wiseman, Gene Browning, Kendall Dingee, and Kim Martinez.
Congratulations and thank you all in advance.
- ✓ Frank Cronin has decided to take a break from being an assistant department chair, and Caryn Newburger has agreed to take his place. So, please make note that if you all have any suggestions regarding the departmental essay procedures, please contact Caryn.
- ✓ Friendly reminder: Brown Bags can be offered at different times and locations. So, please keep this in mind for the fall.
- ✓ All classes are covered for summer 2013. Enrollment was down this spring by almost 10%, so we don't know what to expect for summer/fall. I will keep you all informed.
- ✓ **Reminder:** When you have students enrolled in WS2 who will be receiving credit for WS3, be sure to bring their essays to the departmental grading session. Also, contact the DWA on your campus, and he/she will process the paperwork.
- ✓ **Effective fall 2015, all exit-level reading and writing courses will be offered as integrated courses.** Should we be required by the State to integrate all levels of reading and writing, it will be a possibility that the departments will be combined.
 - The reading department chair and I will determine what the eligibility requirements will be for teaching INRW courses.
- ✓ **Important dates:**
 - Friday, April 19th, DEVW Legislative Issues. **Be sure to register.**
 - Grading session is **Saturday, May 4th at NRG**. All info is posted on Bb.
 - Graduation ceremony is **Thursday, May 9, 2013**. Full timers, if you did not attend the ceremony in December, then please do your best to attend the one in May.

Laura, Adjunct Faculty Input Forms

Adjunct faculty are submitting their adjunct faculty input forms late and incomplete. Some were submitted without names and without comments, in essence, submitted blank. In the future, adjuncts need to submit these forms in a professional and timely manner.

Caryn, TSI Assessment Test Update, INRW, Reading requirement

New TSI scores have been released, but at this point, they are irrelevant as we don't know what they mean. It is projected that those students with the lowest level may be placed into adult education, but this decision will be determined at a later date. The **TSI Assessment Test** will be

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available to all on August 1 and, if possible, will be sent to all faculty in the department. I realize that some of the full timers are off-contract this part of the summer, but I will send out the information anyway for an opportunity to review. Those of us around will then need to determine by August 27th how to scale for placement levels for students enrolling in our 12-week and second 8-week classes for fall 2013. By spring 2014, the TSI assessment test will be in effect for all students.

We will once again be offering two integrated reading and writing—INRW courses for fall 2013. Hilda Ollmann will teach the INRW at NRG and Caryn will teach the one at RVS. They will be offered for all WS3 students, and a select group of exit-level Reading students. We need to do our best to make sure these classes make, so please be sure to share the fliers with your students at those two campuses, or contact me or Caryn.

Because all of our exit-level writing classes will be offered as integrated reading and writing courses (INRWs) for fall 2015, I allowed Caryn to discuss readings with her students before they wrote the midterm departmental essay, and preliminary results seem to be positive. Students also did a group presentation, and Caryn reported that students were very engaged with this process. Since it is inevitable that we are going to have to incorporate more reading assignments into our writing classes, the department decided that those of us teaching in the summer will include readings for the midterm essay. These readings for the midterm should be discussed with students, and faculty will report back at our fall BOS agenda for further discussion and a possible vote on this topic. We also decided that our topics should be more current. Examples include sex education in schools, gay marriage, and casino gambling. Since Caryn will be the new assistant department chair effective fall 2013, she will be the point of contact should anyone have any other suggestions.

Deanna, Student Survey Initiative

Deanna shared her results from the departmental student survey. Data yielded from the fall 2012 pilot Student Withdrawal/Persistence Survey was disseminated via email to all DEVW instructors. Instructors were encouraged to join the survey committee to help revise, create, and review questions for the survey. The survey will be administered the last two weeks of the spring 2013 semester, April 29th- May 10th. Instructors were asked to remind their students to take the survey.

Frank, Calibration Session

The last hour was our calibration session, and the meeting adjourned at 3:00 p.m.

Fall possible agenda items

Secure computer rooms for fall 2013 for departmental essay

Readings for midterm essay