

# Developmental Writing Minutes

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Tuesday, January 8, 2013

HBC 301

3:30-7:00 p.m.

**Adjunct Faculty Representatives 2012-2013:** Louella Tate, Joe Wiseman, Joy Clark, Bill Martin, Kim Martinez, Anne Fletcher

**Members absent:** Hillary Reyes, Donna McLemore, Gretchen Polnac, Joy Clark

## **Departmental update, Stacey**

- Stacey reviewed the BOS memo and reminded faculty that this information will be posted on Bb.
- When students are to be given credit for DEVW 0331, faculty should not submit a grade for the DEVW 0320 class. Faculty should submit the schedule change form to Stacey and annotate the student's grade at the bottom of the form. The student will be withdrawn from DEVW 0320 and placed into DEVW 0331, and Stacey will submit the student's grade on the final grade sheet for DEVW 0331. Faculty should submit this paperwork as soon as they know so that there is time for the process to take place. Of course, the only students who are eligible are students who are currently earning an A or a B in DEVW 0320 AND pass the departmental essay with a score of 18 or higher.
- Roster certification: Effective Spring 2013, faculty must certify students' attendance in their classes. This can be done via faculty online.
- NCBO is a work in progress and will be in place this spring semester for DEVW. There are currently 19 eligible students at the RRC.
- Departmental PF sheets from the fall grading session need to be submitted to Frank Cronin ASAP.

## **Departmental essay changes, Jeanne**

- The department agreed that one essay score should be reflected on the departmental essays when they are returned to students, and this final essay score should be circled.
- Student's initial score will be averaged together with their revision and editing grade for the final essay grade. In addition, students will be given 2 hours and 40 minutes to hand write their essay in class.
- To be fair and consistent to all of our WS3 students, all essays will now be graded at the departmental grading session, regardless of the score.
- Faculty were also reminded that syllabi and office hours must be posted via Lighthouse no later than Monday, January 21st.

## **Assessment and Advising, Caryn**

Caryn gave us an update on the many changes transpiring within developmental education. No decisions were made, but her report is included as the last page of this document.

## Developmental Writing Minutes

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### **Prompts for spring and summer, Frank**

Frank introduced prompts for spring and summer, and it was decided that WS2 students will no longer be able to write scenario prompts for the midterm and departmental essay. WS2 students must be given the persuasive midterm and departmental prompts. Given that high level WS2 students can exit the program, it's critical that they be judged by the same standards as our WS3 students.

### **Update on student survey, Deanna**

The pilot DEVW Withdrawal/Persistence Survey was distributed to students in fall 2012. Two hundred forty-nine students voluntarily completed the surveys in all three writing level courses. A summary of the results was given at the meeting, including charts representing the data. The survey results consisted of data representing the collective group and then further dissected based on student racial populations. An email will be sent out in January asking DEVW instructors to volunteer to serve on a committee to revise questions in anticipation of the upcoming spring 2013 survey.

### **Calibration Session**

Faculty worked on calibrating essays for the rest of the meeting.

The meeting was adjourned at 6:30 p.m.

# Developmental Writing Minutes

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## Assessment and Advising Report

Friday, October 26, 2012 and Friday, November 16, 2012

Presented at Developmental Writing Meeting, January 8, 2013

1. **Accuplacer:** ACC has started administering Accuplacer at some of the Early College Start and College Connection high schools. ASSET, a paper and pencil version of Compass, had been used prior to fall 2012, but since we will be converting to the Texas version of Accuplacer, a computer-based test, and the Accuplacer platform has already been installed, ACC is using the regular Accuplacer at high schools with computer facilities.
2. **The new Texas Accuplacer:** Test standards are scheduled to be set in May 2013. The test will be released on August 1, 2013. Administration must begin on the first day of classes of fall 2013.
3. **Mandatory Test-prep:** ACC Instructional Development Services is developing online test-prep modules for the new Texas Accuplacer to meet the state mandate.
4. **Administrative Rules update:** Do we need to revise 4.04.003 and 4.04.006 (attached)?
5. **Retest policy:** State requirements are unclear. What timeframe do we prefer for retests? If students are in the pipeline, do they stay on the path or retest? Should students retest if they have been out of school for more than a year?
6. Do we want to use multiple measures?
7. **Assessment Administration:** Should students have the option/requirement to take all components of the new state test in one sitting or take parts at different sittings? One concern is that many students will be directed to take the diagnostics making for a very lengthy testing session.
8. **Assessment Interpretation/Placement Decisions:** How do we want to interpret/utilize the diagnostic results? How will bubble students be handled? Will DWA's meet with these students?