

# **DEVW Minutes**

## **Friday, November 12, 2010**

### **HBC 407 1-3:00 p.m.**

We started off the meeting with introductions since we have a few new adjuncts. (Stacey allowed Frank and Caryn to start first since Caryn had another meeting to attend).

#### **DEVW Orientation Modules**

Frank and Caryn presented a project they and Joy Clark are collaborating on together. Our data indicate that students who complete our sequence are successful in ENGL 1301 and students who participate in our departmental learning communities are retained at a greater rate. To allow more of our students to become successful and increase our retention rate, developmental writing orientation modules will be integrated into our WSI classroom and lab activities, and these modules will be used by all instructors. The project will be completed in three phases. For specific information, the memo Caryn and Frank shared will be posted on our Bb site in the near future. In summary, phase 1 will be to plan and develop 6 modules prior to May 2011. Phase 2 will be to revise the 6 modules based on findings from phase 1 as well as developing more modules for department-wide implementation for Fall 2011. Data will be gathered in Spring 2012 to determine the effectiveness of these modules on our departmental retention rate. Phase 3 will include more modules being developed for our other two classes, FOW and WSI.

#### **Assessment and Advising Report**

Caryn asked the department to vote on the following ARs. The department approved the following changes for the below Administrative rules:

AR 4.04.002—We are proposing a wording change of “Unless TSI complete.”

Also, we need language that acknowledges how ACC works with OSD students who require a modified TSI plan. Departmental approval granted.

AR 4.04.004—We are proposing removing the word “otherwise” (moving toward mandating everyone to test). Departmental approval granted.

AR 4.04.006—We are proposing adding similar language to 4.04.006

Working with English, we are looking at proposing language that would indicate that passing the approved writing test does not satisfy the prerequisite for any English course.

Departmental approval granted.

#### **Chair Report**

##### **Saturday faculty**

Stacey brought up the issue that faculty who teach on Saturday miss an opportunity to attend the grading sessions and asked for ways this could be resolved. It was agreed that they will make other arrangements for their students so that they can participate.

#### **Grading Session Reminders**

Please remember to grade your own essays one time before bringing them to the grading session. This saves time and means we will only be grading those essays that have a score of 15-19. If you are not the proctor at the grading session, please get with him/her to pick up your essays that Friday afternoon.

Please be sure to read the three essays that were handed out to you: Length of School Year. We need to decide if all three are worthy of using, or we need to decide if we only want to use two of them, on Saturday, December 4<sup>th</sup> at our grading session.

In addition, it was reaffirmed that the readings we have selected for the midterm and exit essay grading sessions will not be discussed in class. They will be handed out no earlier than 7 days prior, and it is up to the student to decide how to incorporate these ideas into the essay.

### **Attendance Policy**

The department reiterated that students who are passing class but violating the attendance policy do not need to be withdrawn. This is so we don't penalize students who may have legitimate reasons for missing class.

### **Information ONLY**

- Friday, Feb 11, 2011 will be a follow-up DEVED conference. In addition, information regarding DEVED information will be posted on our Bb site under "Student Success Initiatives" under the "Meeting" link.
- Friday, February 18<sup>th</sup>, 2011 will be the Tutor Training Conference. A few of us will be presenting, but the deadline to submit proposals is Monday, November 15<sup>th</sup>.
- COMP 4.0 Update: We have added a SAC Friday class, and the numbers look good. I am also hoping to get approval for a stipend of some sort for instructors. If anyone is interested, please let me know.
- Effective Fall 2011, FOW becomes WSI; WSI becomes WSII; and WSII becomes WSIII. These course names will correspond with our course numbers: 0310, 0320, and 0330.

### **DEVW IA Report**

Jenifer tabled her report, but because she will be a temporary full timer for us for spring/summer 2011, Joy Clark will be the temporary DEVW IA for that period. Joy will be responsible for the student workshops, etc, so please keep this in mind.

### **P/F Scale Discussion**

Deanna discussed the unfairness in our current policy of the semicolon being a MAJOR error on our P/F scale and presented a sample of why this should be changed to a MINOR error. After much discussion, it was voted on and passed that **the semicolon will be counted as a minor error. This change will be effective (and reflected on our P/F scale) for Spring 2012.** Patti Dungan will post this change.

### **Prompt Change**

Frank brought to our attention our prompt regarding "Cell phones and Texting" isn't effective, and the department agreed that we would return to "Cell phones and Driving." He also encouraged us to attend the CASP conference, which will be on October 23-25, 2011 in Austin, Texas. We should think about attending and volunteering, and he will let us know when registration begins. Keep in mind that the travel budget comes out of the dean's budget, so please submit your requests early. First come, first served.

### **Classroom Cameras**

Leslie demonstrated how she uses a camera in the classroom, and it seems to be a very effective way of engaging students. The department will research into it some and see if we can purchase one for each campus for faculty to use.

**Portfolio Sharing**

Tina asked us all to consider sharing our portfolios with one another. This is a great way of learning from colleagues, so if you would like for me to share your portfolio with others, just send me an email, and once evaluations are complete in the spring, I will do so.

Final grading session will be Saturday, December 4, 2011 at NRG 3140. We will start promptly at 9, so please arrive a little early.

**The meeting was adjourned at 3:05 p.m.**