Developmental Communications Task Force

Meeting Minutes

August 23, 2007

1. Welcome

Meeting was convened at 4pm

Conferences – List of conferences scheduled for 2007-2008 was presented to the task force members

Task Force Chair states that the names for Spring 2007. Schedule must be sent in by the 28th of the month

Fall Schedule – Faculty reviewed the list of cancelled classes and were asked to select other classes.

1. Roll Call

The following persons were present: M. Burke, A. Clark, T. Clunis, F. Cronin, A. Dillon,

P. Dungan, C. Engle, B. Fullingim, V. Gardner, J. Hubble, D. Johnson, M. Leonard, D. Martinez,

S. Melcher, C. Newburger, L. Ore, A. Palmer, S. Prather, S. Riggs, C. Phyrr, D. Segura, S. Stover, M. Tavcar, J. Wauchope, and B. Yansky.

1. Approval of minutes from last meeting

Task Forces minutes from April 2007 were not available for review. Minute are placed on Division webpage for faculty to review

1. Open Issues
2. Assessment and Advising Report present to the faculty. Copy of the report was included in the list of documents
3. Budget: A copy of the 2007-2008 budget was not available for review from the administration
4. Textbooks: shortage of textbooks is still a problem and the issue has been presented to the bookstore manager on several occasions. However the problem still exists.
5. New Business
6. Summer Bridge Program: all four sections offered made during the summer and most students were successful in passing the TCOM after completing the course. However, there are still some problems and issues that need to be “ironed” out if the program is offered in summer, 2008
7. Withdrawals prior to the census day: if faculty drop the “no shows” prior to the census date, they will not be counted as part of the attrition percentage. It is very important to drop those students that do not show up after the first week of class.
8. THECB rule regarding the maximum of six withdrawals for all students may not apply to developmental students. However, the decision is pending THECB approval
9. Writing Curriculum Committee reported that there were several unstaffed classes for fall 2007. The committee med and the reports are available on the writing website
10. Reading Curriculum Committee reports were not available
11. New Data Collection ideas: success rates: faculty were asked to monitor their attrition rates by omitting their “no shows” from the count. IP’s and I’s don not count as success.
12. Adjournment

Dolores Segura adjourned the meeting at 6pm

Next meeting scheduled for October 26 at Cypress Campus. The meeting will start at 1pm