

**ENGLISH COUNCIL OF THE CALIFORNIA TWO-YEAR COLLEGES
BOARD OF DIRECTORS' MEETING, 4-5 APRIL 2002
SACRAMENTO, CALIFORNIA (HOLIDAY INN)**

Meeting conducted by Sterling Warner, President

In Attendance: Blake, Brant, Bright, Caruth, Chiang-Schultheiss, Dinielli, Fauth, Fitzgerald, Gallagher (4/5), Henderson, Herrick, Hurley, Marcoux, Marheine, Millward, Nordlof, Olsen, Raleigh, Ramirez (4/5), Ramsey, Rice, Rooker, Sotiriou, Thompson, and Warner

Absent: Conn, Snowwhite

Call to Order 10 am

1. Dinielli reported on the CSU Writing Placement test (EPT). Students respond to a 300-word passage and explain what the author said. Ninety percent who are underprepared have deficiencies in reading.
2. Officer Reports:

President: introduction of new board members--Darrel Thompson, adjunct director at-large and Darren Chiang-Schultheiss Region VIII Director. Agenda approved (M/S/P Blake/Dinielli). Warner asked for more chat discussions on the ECCTYC Web site.

Secretary: approval of the minutes for fall 2001 (M/S/P Blake/Dinielli). Address lists passed around to be updated.

First Vice-President: Rooker reported a high voter turnout. She stated that elections may be held on the web in the future and that the voting process will be updated in the ECCTYC Constitution.

Second-Vice President: Sotiriou announced a chairs meeting on April 18 at Orange Coast College. He said there has been little response to the call for campus representatives. The board still favors trying to get campus representatives though the task is difficult. Names of campus representatives need to be sent to Sotiriou by July 1. Sotiriou is likely to be in charge of the directory. There will be a hard copy and possibly an online version.

Treasurer: Blake distributed a handout on the budget; currently the finances are fine. Blake will look into the feasibility of using credit cards for future conference registration. Blake distributed a proposal to print *i.e.* twice a year instead of three times. After discussion three motions were passed. 1. The number of *i.e.* issues be reduced to two per year (M/S/P Sotiriou/Marcoux). 2. Either purchase of 20% reassigned time or a stipend of \$6,000 be allocated for the editorship of *i.e.* for the 2002-2003 academic year. The board will set the budget each year for *i.e.* and the discretionary fund (M/S/P Fitzgerald/Fauth). 3. Up to \$300 per issue be allocated for the editor's discretionary fund for production costs with the understanding that ads be actively sought to offset costs (M/S/P Marcoux/Sotiriou).

3. TYCA Associate Chair Report: Millward passed around a sign-up sheet for panels for CCCC and one for ad hoc committee openings.

4. Regional Reports:

I: Nordlof talked about reassigned time, integration of reading into composition classes, number of units to reach 1A, adjuncts, standards, holistic scoring, and class sizes moving from 27 to 35.

II: Hurley reported on moving from division chairs to division deans, revamping development education and tutorial programs, endangered literature classes, and assessment.

III: Ramirez will be coming on Friday.

IV: Raleigh phoned people; areas of interest are load, learning communities, too much popular culture in 1A/1B, rotational scheduling, and the Shakespeare Semester in London. ECCTYC will co-host "The Twelfth Annual CSU Shakespeare Symposium, in conjunction with The First Annual CCC Shakespeare Symposium" November 15-16, 2002 at CSU Dominguez Hills. Rice told about her college's Miller Conference, and explained that her Academic Senate established a procedure to give funds to anyone on a board thanks to Warner's letter to her college.

V: Herrick has set up a discussion board for Region V. Herrick will be the feature poet in the next issue of the *Haight Ashbury Literary Journal*. Issues mentioned were pay for lab hours, and that Fresno State has cut developmental composition one level below 1A.

VI: Caruth covered online courses and their value and wait lists being abolished. Millward announced that she is going to resign as a region director, but she will still come to the meetings. She said that Region VI will be having a meeting soon.

VII: Marheine and Brant brought up concerns about writing centers, the compressed calendar, and the War on Terrorism and civil rights issues.

VIII: Chiang-Schultheiss and Marcoux presented concerns on literature offerings, hybrid courses, and a proposal to issue plus or minus grades.

IX: Dinielli discussed linked classes, a recent bond measure, and the Success Centers at Chaffey that won a TYCA award.

X: Ramsey said the compressed calendar and summer schedules were concerns at her college.

5. TYCA Report: Fitzgerald said that NCTE will be mailing a ballot on whether TYCA should be able to vote on the NCTE Executive Council. She encouraged everyone to vote for community colleges having a voice nationally and to encourage others to vote. There will also be ballots on changing the TYCA chair's term from one year to two and adding a college forum rep from TYCA. Service learning is Fitzgerald's next topic for TETYC; she welcomes any information on the topic.

6. Academic Literacy: Kim Flachmann, Mary Kay Harrington, and Alison Warriner led a discussion on *Academic Literacy: A Statement of Competencies Expected of Students Entering California's Public Colleges and Universities*. The document includes habits of mind of a good learner, surveys of faculty across disciplines in community colleges, CSU's and UC's. Any comments ECCTYC board members have on the document should be sent by May 1 to awarrine@csuhayward.edu. One issue of concern for everyone was the load high school teachers have to face when they are asked to teach more writing.

Meeting adjourned at 4:30 pm.

Friday, April 5 Call to order 8:30 am.

1. Henderson presented new formats for *i.e.* including more cartoons and photographs to make the journal visually appealing. The journal or part of it may go online. Possible columns include part-timer issues, TYCA issues, and web editor updates. All directors need to send Henderson their bios (50 words) to put in *i.e.* Send a hard copy and a disk. The dates for getting *i.e.* to the post office are September 1 for the fall issue and February 1 for the spring issue. Regular contributors need to have their columns to Henderson by August 1 and January 1. Other contributor deadlines are May 1 and December 1.
2. Web Editor: Marcoux is sticking with the current web page format for now. He has just been given the codes and will be updating the web page soon.
3. TYCA: Fitzgerald was on an ad hoc committee on preparation of teachers for two-year colleges. At the last discussion on the paper Frank Madden, the new TYCA chair, wanted more on the teacher/scholar, with an emphasis on having a PhD to teach in community colleges. Discussion followed. Fitzgerald will email the document to the board.
4. Academic Senate: Snowwhite will email his report to the board.
5. Load Study: Fauth will be presenting his current findings at the YRC in June.
6. Technology and Distance Education: Blake distributed a handout on Good Practices for Online Courses. Discussion followed on how many people go to the ECCTYC web site.
7. Matriculation: the old document (1982) needs to be revisited. Discussion on this matter will continue at the fall meeting.
8. ECCTYC Resolution on Composition Courses Taught in Compressed Time Frames: The resolution passed after some changes were made (M/S/P Rooker/Blake).
9. Joint session with the CSU's: topics included the compressed courses resolution, *i.e.* online (the CSU's were offered a column in *i.e.*), the TYCA teacher preparation document, the workload study, and ECCTYC position papers. The CSU's summarized changes in the EPT aimed at getting more argumentative responses from students.
10. Chiang-Schultheiss will be making an ECCTYC pamphlet.
11. Discussion on *Teaching Writing in the Community Colleges: Implications for English Faculty and Community Colleges*. Send Blake any suggestions to update the document by April 18. She will make changes and revise the date (M/S/P Soutirou/Millward).
12. Constitutional Changes: Warner will email the constitution to the board. Section 4A changed to "or email" ballots (M/S/P Rooker/Sotirou). Article 5 Section 1 changed to include TYCA representative, *i.e.* editor, web editor, and adjunct director at-large (M/S/P Sotirou/Rooker).

13. Changing sustaining memberships to individual subscriptions to *i.e.* (M/S/P Sotiriou/Marcoux). For more information on individual subscriptions contact Sara Blake.
14. ECCTYC Historian vs. TYCA Archivist: Discussion on the role of the historian. The board is to see if a college would like to house the ECCTYC Library. Fauth and Caruth were selected to visit Conn's basement to discover what is stored there.
15. Fall Conference: The Shelter Island Inn will be the site of the conference from October 16-18, 2003. Elissa Caruth is the conference chair. The title of the conference is Crafting Literacies in the Community College (M/S/P Sotiriou/Hurley). Caruth will be contacting the board by email to fill conference duties.

Meeting adjourned at 11:30 am.

The next meeting will be held at the Bahia Hotel in San Diego, November 6-8, 2002.

Respectfully submitted,
Amy Olsen, Secretary

Summary of Responsibilities
Board Meeting, April 4-5, 2002

All Region Directors:

1. Continue to send Sotiriou up-dated Directory pages as needed
2. Promote writing articles for *inside english* (on-going)
3. Send Henderson your bio (50 words) to be published in *i.e.*
4. Send Warner the number of literature classes beyond 1B offered per semester at your college and the number of students in the college as a whole.
5. Send Sotiriou campus representative names by July 1.

Position Papers and Other Committees:

Matriculation: Bright—chair, Fauth, Warner, Olsen, Fitzgerald
 Technology: Blake—chair, Ramsey, Gallagher, Marcoux, Herrick, Bright, Rice
 Part-timer Issues: Thompson—chair, Caruth, Marheine, Hurley, Brant, Herrick, Warner, Snowwhite, Marheine, Sotiriou, and Rooker
 Innovative Programs: Raleigh—chair, Rooker, Sotiriou, Dinielli, Ramirez
 CSU/CC Relations: Raleigh—chair, Fauth, Snowwhite, Warner, Chiang-Schultheiss
 Load Study: Fauth—chair, with Hurley and Marheine as needed

Other:

Updating Directory: Sotiriou
 Shakespeare Literature Conference, fall 2002: Raleigh--chair
 Consistent Constitution: Warner and Snowwhite. Warner will be emailing a copy of the revised and/or current constitution to the board. Sotiriou and Rooker are also making sure current

resolutions are incorporated into the updated constitution. Olsen is going through recent minutes and sending motions dealing with the constitution to Sotiriou and Rooker.

Writing up a handout on how to participate in ECCTYC: Marcoux

Making an ECCTYC pamphlet: Chiang-Schultheiss

Teacher Preparation document: Fitzgerald emailing to the board

Teaching Writing in the CC: send Blake any changes by April 18

ECCTYC Regional Director Terms

Region I	Year to stand for re-election
Susan Nordlof, College of the Redwoods	2003
To be filled in the fall	
Region II	
Perri Gallagher, Ohlone College	2004
Tom Hurley, Diablo Valley College	2003
Region III	
Heidi Ramirez, Hartnell College	2003 (appointed)
Second position possibly vacant	
Region IV	
Martha Rice, San Joaquin Delta College	2004
Peter Raleigh, Modesto Jr. College	2003
Region V	
Larry Bright, Bakersfield College	2004
Lee Herrick, Fresno City College	2004
Region VI	
Elissa Caruth, Oxnard College	2003
Second position vacant	
Region VII	
Roger Marheine, Pasadena City College	2004
Susan Brant, College of the Canyons	2004
Region VIII	
Pete Marcoux, El Camino College	2004
Darren-Chiang-Schultheiss, Fullerton College	2003 (appointed)
Region IX	
Michael Dinielli, Chaffey College	2004
Mark Snowwhite, Crafton Hills College	2003
Region X	

Tina Ramsey, Imperial Valley College
Second position vacant

2003

Adjunct Director At-large

Darrell Thompson, El Camino College

2003 (appointed)

All appointed directors will stand for election in 2003. Regions with two directors running in the same year will decide on alternating years at an ECCTYC board meeting.