

Meeting Minutes
English Council of California Two-Year Colleges
TYCA Pacific Coast

Spring 2010 Board Meeting
15-16 April 2010 Full Board
Approved 14 October 2010

Present: Gary Enns, President; Sterling Warner, first vice president; Michael Dinielli, second vice president; Kevin Ferns, Region I; Kyra Mello, Region I; John Thomas, Region II, Treasurer; Perri Gallagher, Region II; Sravani Banerjee, Region III; Rosemarie Guglielmino, Region V; Christopher McCabe, Region VII; Micah Jendian, Region X; Susan Yonker, Region X

Thursday, 15 April 2010

Called to Order at 8:40 A.M.

Approval of Minutes:

When a quorum was reached, the fall 2009 Board minutes were approved (M:Dinielli, S: Guglielmino,C-Unanimous)

Approval of Agenda:

The Agenda was approved as changed to accommodate M. Jendian’s attending the CSU forum and to add the Doubletree Manager’s meeting with the Board regarding conference site. (M:Warner, S:Yonker, C-Un.

Note: All reports will be posted on the ECCTYC website. The following are highlights or discussion items.

Officers’ Reports:

1. President: Gary Enns

Gary Enns gave a brief report about Cerro Coso. The school has seen cuts in 2011 literature and creative writing classes; they are trying to resurrect the ESL program; the school’s literary journal is now being published on-line every week featuring one student’s work and brief biography going out to all campus emails, with a plan to print “The Best Of” in the future.

When a quorum was reached, the Board approved the appointment of Jennifer Skytt as adjunct-at-large for southern Calif. and Perri Gallagher as Region II Director. The Board warmly welcomed Perri back to the Board.

2. Immediate Past President: Heidi Ramirez

Unable to attend but sent word that she is expecting twins.

3. First Vice President: Sterling Warner

Region IV has two vacant Director’s positions.

Regions VI, VII, VIII, and IX still have one vacant Director’s positions.

Sterling and Gary encouraged all to come to the Wed. evening CSU meeting during our Board meetings and a brief report was given by Micah, Gary, and Sterling, and Michael.

Cheers were offered to Corinna Evett for her outstanding job as Conference Coordinator for the Fall 2009 Conference.

The TYCA Fame and Shame awards were mentioned, with the TV show “Community” getting the shame award, and the article “Community College Surge” by Scott Jachik in *Inside Education* getting the Fame award.

There was discussion about the Conference with Sterling’s recommendation that we continue to use Jody Hayes as a Meeting Solution Specialist Consultant.

YRC was promoted and pamphlets made available. It was stressed that folks could earn 3 units of credit to advance on the salary scale.

4. Second Vice President: Michael Dinielli

Chaffey College continues to support *Inside English*.

Michael represented ECCTYC at the Early Assessment Program conference in Sacramento in February. It was a very positive 1-day conference. He is encouraged by the discussions about EAP that are strengthening the relationship among the constituent groups.

The huge Cal-Pass data bank will be available to us.
Chaffee College offered a Golden Handshake retirement incentive over the next 5 years and 42 faculty, staff, and administrators took advantage of it

5. Secretary: Chella Cournington

Unable to attend.

6. Treasurer: John Thomas

There is currently \$10,375.22 in our treasury.

We were hit hard by the fall conference and at best we broke even. John Thomas is still working on the Paypal etc. and doesn’t yet have final figures.

There was a somewhat lengthy discussion about the needs of the treasurer. One possibility would be to hire a CPA to keep the books and help with taxes. Estimated cost would be \$200-300 per month plus fees to do the taxes and possibly more in a conference year.

There has been quite a bit of difficulty in sorting out the institutional memberships.

Lots of paper is being wasted because we have been doing business inefficiently.

John Thomas recommends doing most of our business electronically. He recommends we have a manual for how the treasurer does the job.

7. TYCA Rep: Jody Millward

Unable to attend. She did send word that the National Poetry Month is still here but winding down. Check NCTE.org/TYCA/poetrymonth. Jody’s personal goal as our new TYCA rep is to take to national what we need to see done, how regional imperatives inform national movements.

Regional Reports

Region I: Kyra Mello & Kevin Ferns reported.

Additional comments to the written report are coding problems at College of the Siskiyous with courses below Freshman comp and not being able to use BSI funds for them.

Woodland College is suffering from budget cuts and staff layoffs in the fall included the writing center coordinator.

Yuba College admin. attempted to reduce ESL by 82% by bumping these classes back to community education but they were unsuccessful.

Gary applauded this written report as an excellent model.

Region II: Perri Gallagher reported.

Of note are embedding Reading Apprenticeship in classes; the Jump-Start Program and the Faculty Inquiry Network at Chabot College. Several other colleges in the region also are participating in the FIN.

Region III: Sravani Banerjee reported.

Lots of active programs at the colleges in this region, including funding from the Bill Gates Foundation at Hartnell for the Academy of College Excellence Green cohorts; a Lumina Grant for \$100,000 for pre-transfer level math and English in partnership with CSU Monterey Bay and Cabrillo College. Hartnell is hosting the 10th annual Poetic Voices on May 6th at 12:30. Evergreen Valley is one of three Calif. colleges selected as an Achieving the Dream Institution. They will host KinderCaminata, a child-oriented career fair on Thursday, April 22. EVC celebrated International Women's Day with a number of activities and is hosting a number of notable authors in the EVC Author Series. The 34th annual EVC Poetry Festival will be on Tuesday May 4th.

Region IV is vacant.

Region V (south): Kate Pluta submitted a written report.

The 20th annual Building Bridges Retreat we held in Feb. for colleges in the area including CSU Bakersfield. One workshop focused on the research paper and establishing a dept. rubric.

Region V (north): Rosemarie Guglielmino reported.

There are active workshops using BSI funds at the various colleges. Tutorial and writing center labs have taken a hit.

Region VI: Diane Scrofano submitted a written report.

Region VII: Christopher McCabe reported.

Budget cuts at Pasadena have resulted in 10% in summer class offerings, 50% for activities like the literary magazine; no full-time hires are being made but 6 or so folks are retiring; classes are full but no new sections are being added. However, the Oregon Shakespeare Festival program is filling up for August, more than last year.

There are 2 special degrees being offered: an AA in Writing (comp. and creative writing) and an AA in Literature.

On 5/27 will be the Borders of Diversity program with Jamaica Kincaid as keynote speaker.

Region VIII: Corinna Evett submitted a written report.

Region IX.

Region X: Susan Yonder and Micah Jendian reported.

(Presented out of order so Micah could attend CSU forum.)

Southwestern College has been put on probation by the WASC with 10 items noted for improvement. They have no institutional researcher full time and that has created problems. The San Diego-Imperial Valley Regional BSI Conference will be held on April 24th. There is a Guest Writers Series plus a strong creative writing club who put on an all-day “write-a-thon” to raise money. They have a Power Study Program funded by BSI in which tutors work with small groups or go into the classrooms.

Grossmont is busy with SLO’s, BSI activities, a Literary Arts Festival in its 14th year, the spring 2010 portion coming up soon. They are working on alignment efforts with local high schools to align curriculum. They will now try to assess the effectiveness in the students’ success in college work.

Essential Council Reports

ECCTYC Historian: The office is vacant.

The Board voted to honor Edith Conn for her many years of service. It was approved to name the ECCTYC Archives for her: “The Edith Conn ECCTYC Archive” and to present her with a gilt certificate to Borders or Barnes and Noble for \$50 (M Guglielmino, S Warner C-Un.). Chris McCabe will take care of the certificate and submit the receipt to the treasurer.

The Archive will be moved from Ventura to Chaffey. Michael volunteered Sean Stratton to move the collection.

***Inside English* Editor’s Report: Sean submitted a written report.**

It was approved to offer gift certificates to Cherie Ventole \$50 and Mary Thomas \$25 for their invaluable help with the publication and mailing of *i.e.*. It was approved to offer a gift certificate to Sonia Castro \$25 for her help to the treasurer with billing etc. (M Jendian, S ? C-Un.) Michael will take care of those for Cherie and Mary, and John Thomas will take care of the one for Sonia.

CSU English Council: Michael Dinielli reported.

There was a recap of the Wed. night meeting. Discussed were Stretch Courses, Early Start Program, ERWC and the EAP.

ECCTYC Website: Gary Enns reported.

The ECCTYC Constitution has been posted on our site. Regional Directors and Officers can post their reports directly and Gary encouraged everyone to share the blog with constituents. Reports can be posted at any time; there is no need to wait until the Board Meeting deadline.

Academic Senate Update: Jan Lombardi was unable to be at the meeting.

New Business

1. Awards:

An award was presented to Michael Dinielli for Chaffey College’s support for *Inside English*.

2. Board Member Confirmations:

Perri Gallagher was confirmed as Region II Co-Director.

Jennifer Skytt was confirmed as Adjunct Director-at-Large for southern Calif.

Ted Brett is unsure if he can continue in his role as Adjunct-at-Large for No. Calif. Sterling knows an adjunct who would be capable and willing, Roohi Vora. Gary needs a resignation from Ted before he can appoint anyone else.

3. English Departments' Responses to Accreditation Recommendations:

There was a brief discussion about how English Departments have helped respond to accreditation recommendations and how they use data in Program Review and Planning. Susan Yonker said her school, Southwestern, is budget-driven rather than data-driven, making Program Review difficult because data just isn't available. Various people shared tips about how to obtain the institutional research needed.

4.CCC-EAP (SB946):

EAP was discussed out of order after the lunch break. Micah Jendian gave a brief overview of the Early Assessment Program, the test taken by Juniors in High School to test for college readiness. Those placing high enough can use these scores to be placed directly into Freshman Comp. at schools that accept the scores; those not scoring high enough can use their Senior Year to prepare. 82% in Calif. took the test. SB 946 authorizes the CCC to use these test scores, and the CCC's now are being asked to participate at least at the 2nd level, which is to accept the scores. The State Chancellor's web site will be posting the schools that have declared their participation by 4/12/10. 16% of students tested so far placed in the proficient range. This program affords real potential for the other 84% as seniors to work on their skills. Micah is in the process of writing a 2 to 3 page consolidation of the program with context and implications. He is willing to share this information. This also is an opportunity to work with the CSU's. The CSU's use these scores, and they have developed the Expository Reading & Writing Course that any high school can adopt. 4,000 teachers have gone through workshops, 200 schools have adopted it. Michael D. says this is also happening with math. There may be professional development leadership opportunities for CCC faculty in future, working with high school teachers.

5. Regional reports best practices.

Gary led a discussion on how to make the regional ECCTYC reports more meaningful. The Board agreed that our goal for the future would be to have directors identify common threads in their reports and provide a summary. The Board could set aside discussion time to do a similar thing with all of the reports when presented, so all ECCTYC representatives can better inform their constituents of those common concerns and share innovative ideas.

"Common Threads" was suggested as a possible conference theme/title for 2011.

Micah volunteered to come up with a core set of questions all directors could use when contacting constituents. Also suggested was that the report summaries be published in *i.e.* and possibly used as conference workshop topics.

Discussion continued on Friday morning: The Board looked at Micah's draft. It was stressed that even if we adopt such a form, reps would still need to make phone calls and try to make physical contact with constituents. Gary said he could set up a ECCTYC.org email account for anyone who needs one to send out the form. We discussed perhaps using SurveyMonkey and Susan will investigate.

ADJOURN for lunch with the CSU folks.

BACK TO ORDER: The meeting was called back to order at 1:37.

5. Regional Reports Best Practices Continued

Some ideas for questions to be sent out were

- Accelerated curriculum
- SLO's
- Budgets
- Author's series and other literary activities
- Transfer programs

Kevin suggested we categorize topics on the ECCTYC website, so that folks who are looking for information on literary publications, for example, would have all such information together in one spot.

6. ECCTYC Research

Topics, Process, and Purpose. Heidi Ramirez sent a draft proposal on Research.. There was general consensus that the Board should resume research projects. Sterling advocates using Statewide Academic Senate studies. Michael sees a disconnect between academic research and English instruction. DataMart, CalPass data should be available at our colleges. A suggestion was made to form a Research Committee. Michael suggested we put this on the agenda for our next meeting.

7. Basic Skills—Sterling Warner

No discussion

8. *i.e.*—Michael Dinielli

No discussion

9. Updating the College Representatives List

Gary urged reps. to go to the Excel document in Google.docs and update our college's information.

10. Institutional Memberships—John Thomas

It was approved that we dump the current 11-tier system and institute a 3-tier fee system based on college size, with colleges of 25,000 plus paying \$250; colleges of 12,000-24,999 paying \$175; and colleges of 11,999 and under paying \$100 for ECCTYC institutional dues (M Guglielmino, S Warner, C-Un.).

ADJOURNED: The meeting was adjourned for the day at 4:10 P.M.

Friday, 16 April 2010

JOINT CSU MEETING:

Friday's agenda began with the joint meeting with the CSU English Council at 8:30.

Gary gave his ECCTYC report.

CSU discussion while we were there included talk of Program Approval; Race to the Top (or "Dash for the Cash"); the ERWC and EAP; teacher preparation programs ("Bleak" situation for many high school English teachers, and exams replacing coursework the trend for a variety of reasons); Core standards on the federal level; directed self-placement replacing EPT

ECCTYC Board meeting resumed at 9:12 A.M.

Certificates

Gary handed out certificates to those serving on the Board 2 or more years.

We concluded the discussion on Institutional memberships after looking at Kyra's list of CCC sizes.

11. ECCTYC 2011 Conference

The Board went over Corinna's excellent Conference Report from the 2009 conference.

Highlights of the discussion:

- Have Jody's services
- Try to negotiate a smaller block of guaranteed rooms
- Whether to offer overlapping sessions; perhaps taper the number in the afternoons
- Offering as many hands-on, practical workshops as possible
- Continuing the practice of accepting most proposals (being more selective might reduce the number of participants)
- Perhaps group similar topics
- Offer a discount for participants from colleges that have paid their fees in addition to a discount for NCTE members
- Whether to have Keynote speaker on Thursday evening
- Perhaps do special interest-only workshops on Thursday afternoon
- Perhaps begin with the reception Thursday

The conference dates were decided as being **October 20, 21, & 22 of 2011** (M Dinielli, S. Guglielmino, C-Un.)

Committee assignments were made. A copy of the committees will be sent to the board via email. Kyra Mellow was elected Conference Chair.

The General Manager of the Doubletree, Jim Ensign, and the Sales Manager, Ron Lau, came in and expressed their interest in having us hold the conference at this site. They mentioned its being a very competitive atmosphere at present, and mentioned the number of years of experience by staff as well as amenities such as the Shuttle Service. They want to treat us well as return customers.

MEETING ADJOURNED: 12:05 pm

Minutes respectfully submitted by R. Guglielmino filling in as recording secretary. (At this point I had to leave.)