

**ENGLISH COUNCIL OF THE CALIFORNIA TWO-YEAR COLLEGES
BOARD OF DIRECTORS' MEETING, 19-20 APRIL 2001
BURLINGAME, CALIFORNIA (DOUBLETREE HOTEL)**

Meeting conducted by Sterling Warner, President

In Attendance: Albert (4/20), Blake, Brant, Bright, Caruth, Dinielli, Fauth, Fitzgerald, Gallagher, Herrick, Hurley, Marcoux, Marheine, Millward, Nordlof, Olsen (4/19), Parker (4/19), Raleigh, Ramsey, Rice, Rooker, Sotiriou, Waddy, and Warner

Absent: Conn, Stanger, Snowwhite, and Sawyer

1. Call to Order 10 am: Introduction of new and returning board members.

2. Officers' Reports:

Secretary: Olsen called for approval of the minutes for spring 2000 and fall 2000 (M/S/P Parker/Fauth). Olsen asked where minutes should be stored, and a brief discussion of the historian's job followed. It was decided the minutes should be posted to the web site with hyperlinks to the e-mail addresses of the region representatives.

Treasurer: Blake passed out a sheet on the current funds and projected budget.

First Vice-President: Fitzgerald reported that the elections went well.

Second-Vice President: Sotiriou reported on the chairs meeting in March. Items discussed included Fauth sharing his findings for the load study, Partnership for Excellence spending, on-line courses, and the fall ECCTYC conference.

Historian: no report. Warner will check to see if Conn is still interested in the position.

President: Warner reported that there are different versions of the ECCTYC Constitution circulating. A subcommittee to work on one consistent Constitution was formed: Warner, Snowwhite, and Parker. The committee plans to have a consistent Constitution by the fall.

Past President: Fauth said he was pleased to see the fullest board in years; he stated that the "future of ECCTYC looks good." He reported on the load study and hopes to publish results in the fall.

Editor: Parker told about pallet wrap being a cheaper way to mail *inside english*.

Academic Senate: Sawyer and Snowwhite were attending the Academic Senate meeting, so they were unavailable for the ECCTYC meeting. Warner distributed the Academic Senate Update handout. The board looked at funding for basic skills classes at the CSU/UC levels. The CSU's are to be out of the developmental arena by 2007.

3. Regional Reports: Elements common to reports were collecting updates for the Directory to send to Stanger, encouraging completion of the load study survey, and encouraging proposal submissions for the fall conference and articles for *i.e.*

Region I: Nordlof and Rooker talked about issues of concern such as load, distance education, adjuncts, standards, placement, class size, writing centers, AA requirements, faculty evaluations, and tenure.

II: Hurley and Gallagher reported on issues of concern including nine-week courses, part-timers, on-line courses, and standards.

III: Waddy talked about placement concerns.

IV: Rice discussed on-line classes and the need for a policy on designing such courses, and she had a question on the potpourri format (Jane Dominik should contact Stanger on whether there will be any potpourri programs). Raleigh conducted surveys on innovative courses and CSU and CC articulation.

V: Bright and Herrick called a regional meeting, but no one attended. They mentioned areas of concern such as reorganization issues, on-line courses, hiring, writing centers, grant writing, weekend college, and placement. Herrick told about the United South East Asian Association (USEAA) program at Fresno City College.

VI: Millard and Caruth covered writing centers, placement, on-line courses, and adjunct issues. Millard suggested a Challenges and Remedies section be added to the web site. People could share problems and offer suggestions about topics in teaching English. In the discussion on writing centers, it was suggested that a possible policy statement on writing centers be added to the agenda for the next board meeting. Region VI will hold a meeting in September.

VII: Marheine and Brant brought up issues about on-line courses and growing plagiarism, class size, the return of Writing Across the Curriculum, lack of full-timers teaching 1A, part-timers, whether 1A was required for the AA degree, teaching developmental courses in short sessions, and whether the research paper is being taught in 1A at most colleges.

VIII: Marcoux announced that the deadline has been extended for conference proposals until the end of May and asked that this news be shared with colleagues.

IX: Dinielli discussed part-timers, load, on-line education, and writing centers.

X: Ramsey held a regional meeting on Computer Assisted Instruction (CAI) and on-line classes. Issues discussed at the meeting included time and compensation for setting up on-line classes, appropriate uses of on-line classes, and the need for computer labs.

4. ECCTYC Web Site: The web site is up and running fine—ECCTYC.ORG. Send Parker addition or deletion information, and he can do it right away. Discussion followed on subscribing to Calcomp and dividing interests so people could be “experts” on certain issues and

share important developments with board members. Millward passed around a sign-up sheet on board member interest areas.

5. Technology and Teaching: Blake presented options on how to address the uses of technology in teaching English. She suggested a policy statement (she got seven surveys back from *inside english*), a helper statement, a good practices statement, an annual award for using technology effectively, or a message board discussion on using technology. No decisions were made.

6. TYCA Committee for Exemplary Programs: Fitzgerald is on this committee related to the training of teachers. Please e-mail Fitzgerald ideas on exemplary programs in training teachers and what people look for in hiring teachers.

7. TYCA Representative: Fitzgerald was approved as the new TYCA representative (M/S/P Fauth/Waddy).

8. Elections: Margaret Rooker was approved as the new First Vice-President to replace Fitzgerald, who is now the TYCA Representative, and Parker was approved as the Webmaster/webtender (M/S/P Warner/Fauth).

9. Fall CSU Meeting: The meeting will be held at the Bahia Hotel in San Diego in November. Dinielli will be going. Other board members interested in attending should contact Warner. The ECCTYC board will meet at the fall ECCTYC conference in Sacramento.

10. Load Study: Fauth distributed a spreadsheet and discussed his findings so far. Raleigh made a proposal that ECCTYC should make a statement against the overloading of students in composition classes. Discussion of word count and differences between CSU, UC, and CC writing requirements followed. Reading requirements for 1A were also discussed. Fauth said he is also collecting data on the CSU/UC writing programs; he asked that the CSU's send course outlines and syllabii to him.

11. English 1B and Grading Systems: Warner brought up the issue of how 1B is graded. Issues discussed included whether 1B should focus on literature or composition, finding out what grading system colleges are using in 1B (A, B, C, CR/No CR or D, F), the need to keep the data in front of people that community college transfer students are doing well at four-year institutions, and that there needs to be continued discussion of the exploitation of part-time and full-time teachers of composition. There was a suggestion that representatives ask for data from the local CSU's on transfer success of community college students.

12. Meeting adjourned 5 pm.

13. Meeting called to order at 8:35 am by Warner.

14. TYCA Report: Albert reported on TYCA Fame and Shame awards. She reported that Ron Waddy turned in the winning TYCA Fame award. Albert also reported that she felt that ECCTYC's position has been solidified in her three years of serving as the representative for ECCTYC. She also reported on the CCC Conference she attended.

15. YRC Conference: Warner announced that the dates for the Young Rhetoricians' Conference (YRC) would be June 21-23, 2001, at the Monterey Beach Hotel.

16. Fall Conference Report: Gallagher, chair, reported on the arrangements that have been made for the conference. Discussion followed on the final flier to be sent out for registration. Concerns were raised that the flier needed to state that registration will be on September 18th and not the 17th. Warner announced that Villanueva will be one of the guest speakers. Discussion followed on who should be the final speaker. Registration prices were discussed. The following fees were decided on: \$120 for early registration, \$130 for on-site, \$90 for adjunct faculty or graduate students. Conference presenters must register.

Discussion followed on getting legislators to address the conference. Waddy and Fauth will contact legislators.

A decision was made on the recipient for the Nina Theiss award (M/S/P Sotiriou/Blake). A committee was formed to decide the Best Article award. It was decided that \$100 and a complimentary registration to the conference be given to the winners of the Nina Theiss and Best Article award (M/S/P Sotiriou/Rooker). Both awards will be given at the brunch on Saturday.

17. ECCTYC Biannual Conference 2002: The biannual literature conference will be a Shakespeare Literature Conference (M/S/P Sotiriou/Millward, one abstention).

18. ECCTYC joint meeting with the CSU English Council.

19. CSU Partnerships: Dinielli spoke on CSU partnerships with Chaffey College. Raleigh reported that the region representatives should contact people at the CSU campuses in their regions and establish some kind of personal contact with individuals there. Raleigh felt that this personal contact was important for getting the CSU's to take the CC's seriously.

20. Reimbursement: The TYCA representative will have his or her expenses reimbursed up to \$2,500 for the fiscal year instead of receiving the \$1,500 annual stipend. This motion was proposed because of changes in the tax laws (M/S/P Blake/Waddy).

21. Programs Abroad in England: Raleigh discussed programs abroad in England sponsored by Modesto College.

22. New *inside english* Editor: Warner explained that Bruce Henderson from Fullerton College would be willing to be the new editor for *inside english*. Henderson stated that he would need release time to be the editor. Motion made to approve Henderson as editor including writing a letter to Fullerton about the release time needed (M/S/P Fauth/Sotiriou, one abstention).

23. Working lunch with subcommittees. Some committees were reconfigured: The Webtender Job Description, CAI, and Distance Education became the Technology Committee. Other committees formed were Part-timer Issues and Innovative programs. (See Summary of Responsibilities for list of committee members).

23. Committee Reports:

Blake gave the Technology report. A motion to increase the amount of money for the Internet service provider in order to buy more memory for increased content of the web site was proposed. The increase is for \$180 (M/S/P Warner/Rooker).

Raleigh gave the CSU/CC Relations Committee report and Innovative Programs Committee report.

Fauth reported on the Load Study Committee. Fauth also reported on the people who will possibly be contacted to be the final conference speaker. Sotiriou stated that we need to have the speakers confirmed by the end of the month. May 1st should be the hard deadline for having the conference speakers confirmed.

Nordlof gave the report for the Part-timer Issues Committee.

24. Meeting adjourned 2:15 pm.

The next meeting will be at the Doubletree Hotel in Sacramento at the ECCTYC fall conference—evening meeting on October 17 and morning meeting on October 18.

Respectfully submitted,
Amy Olsen, Secretary

I want to thank Tina Ramsey for providing the information on Friday's meeting.
Summary of Responsibilities

Board Meeting, April 19-20, 2001

All Region Directors:

1. Continue to get up-dated Directory pages as needed
2. Promote writing articles for *inside english* (on-going)
3. Send Fitzgerald information of exemplary programs in teacher training

Position Papers and Other Committees:

Matriculation: Bright—chair, Fauth, Waddy, Warner, Olsen, Fitzgerald

Technology: Blake—chair, Millward, Ramsey, Gallagher, Marcoux, Herrick, Bright, Rice

Part-timer Issues: Nordlof—chair, Caruth, Marheine, Albert, Hurley, Millward, Brant

Innovative Programs: Raleigh—chair, Stanger, Rooker, Sotiriou, Dinielli

CSU/CC Relations Committee—Raleigh—chair, Fauth, Snowwhite, Warner

Load Study: Fauth—chair, with Hurley and Marheine as needed

Conference Committees: Conference Chair--Gallagher

Hotel arrangements: Gallagher

Speakers: Rooker, Warner, and Parker—to have firm commitments by May 1; Fauth and Waddy contacting possible legislators to speak

Local attractions handout: Rice

Program: Stanger—chair, Dinielli, Fauth

Registration: Blake

Promotion (logo/fliers): Caruth and Snowwhite

A/V support: Raleigh

Photography: Parker

Publishers: Parker

Ribbons: Olsen

T-shirts: Available position

Other:

Reorganizing sustaining membership program: Bright

Updating directory, summer 2001: Stanger

Shakespeare Literature Conference, fall 2002: Raleigh--chair

New editor for *inside english*: Warner will write a letter to Fullerton College

Consistent Constitution: Warner—chair, Snowwhite, and Parker. Parker will talk to Bob Dees about the constitution.

Minutes on the Web Site: Parker will post the minutes on the web site and make links to the e-mail addresses of the regional representatives

“Experts” List: Millward will distribute a list of board members’ teaching interests

ECCTYC Regional Director Terms

	Year to stand for re-election
Region I	
Susan Nordlof, College of the Redwoods	2003
Second position vacant	
Region II	
Perri Gallagher, Ohlone College	2002
Tom Hurley, Diablo Valley College	2003
Region III	
Ron Waddy, Hartnell College	2003
Second position vacant	
Region IV	
Martha Rice, San Joaquin Delta College	2002
Peter Raleigh, Modesto Jr. College	2003
Region V	
Larry Bright, Bakersfield College	2002
Lee Herrick, Fresno City College	2002 (appointed)
Region VI	
Jody Millward, Santa Barbara City College	2002
Elissa Caruth, Oxnard College	2003
Region VII	
Roger Marheine, Pasadena City College	2002
Susan Brant, College of the Canyons	2002 (appointed)
Region VIII	
Claudia Stanger, Fullerton College	2002
Pete Marcoux, El Camino College	2002 (appointed)
Region IX	
Michael Dinielli, Chaffey College	2002
Mark Snowwhite, Crafton Hills College	2002
Region X	
Tina Ramsey, Imperial Valley College	2003
Second position vacant	

All appointed directors will stand for election in 2002. Regions with two directors running in the same year will decide on alternating years at an ECCTYC board meeting.