

**ENGLISH COUNCIL OF THE CALIFORNIA TWO-YEAR COLLEGES
BOARD OF DIRECTORS' MEETING, 21-22 APRIL 2005
BURLINGAME, CALIFORNIA (DOUBLETREE INN)**

APPROVED MINUTES

Meeting conducted by Sterling Warner, President

In Attendance: Banerjee, Bettencourt, Brant, Caruth, Chiang-Schultheiss, Conn, Courington, Dinielli, Enns, Fauth, Fitzgerald, Herrick, Hinman, Hurley, Marcoux, Marheine, Ramsey, Ramirez, Shehorn, Snowwhite, Tejada, Thomas, Warner, Williams.

Absent: Cole, Hu, Jay, Thompson.

Thursday, April 21, 2005

I. Call to Order: 8:45 a.m.

- A. **Welcome and introductions:** Warner introduced the three new Board members present: Chella Courington (Region VI), Jacqui Shehorn (Region V), Eileene Tejada (Region II). He also reported that Elena Cole has just agreed to be the second Region II Co-Director. Cole is unable to attend this meeting.
- B. **Minutes of the Fall Meeting (October 21-22, 2004):** Approved with a few changes.
- C. **This Meeting's Agenda:** Warner asked members to send their reports to him as soon as possible if they have not already done so. The agenda was approved with a few changes in the order of items.

II. Officer Reports:

- A. **President:** Warner reported on his activities since the last Board meeting. He has reviewed documents on SLOs and accreditation. He also worked on several TYCA documents, the 2005 Conference, and the ECCTYC brochure. At the State Academic Senate meeting he spoke on the minimum English qualifications for the AA degree; the Academic Senate approved the resolution, and it has been sent to the BOG for action. He also attended the Northern IMPAC meeting and met with some CSU English chairs to discuss remediation and four-unit courses. At 4Cs he served on the local committee, attended the TYCA meeting, and chaired the Fame and Shame awards. Warner reminded the Board to encourage department chairs to respond to the forthcoming TYCA national survey.
- B. **Past President:** Fauth congratulated Snowwhite and Warner for their hard work on the English minimum qualifications resolution. In preparation for elections, Fauth recently mailed a list of qualifications for the ECCTYC president and is preparing a slate of candidates.

- C. First Vice-president:** Herrick reported that several regional directors are up for re-election. Ballots are being sent out.
- D. Second Vice-president:** Dinielli reported that on the previous evening the CSU English Council held a discussion of the current status of the EPT and EAP tests and considered the ambiguous use of the term “mainstreaming” at CSU campuses.
Dinielli also reported that Williams and he were able to reproduce new ECCTYC letterhead for our use; he distributed the letterhead to the Board.
- E. Secretary:** Hurley passed out the Board work and home address lists and asked members to note corrections.
- F. Treasurer:** Ramsey presented her semi-annual report. Currently, we are, by a small amount, in the black. See Appendix I.
- G. TYCA Representative:** Fitzgerald directed the Board’s attention to two recent TYCA documents: “Guidelines for the Academic Preparation of English Faculty at Two-Year Colleges,” and “Research and Scholarship in the Two-Year College.” She explained the need some leaders in the profession felt for guidance in these two areas. While California’s minimum qualifications require a master’s degree for most disciplines, requirements in other states vary. Some states require as little as a B.A + 18 credits; at the same time there is a move in the Northeast to require the Ph.D. Fitzgerald also reminded the Board that she is completing her term of office, and she outlined the requirements for the position: attendance at 4Cs, NCTE, and ECCTYC Board meetings; participation at TYCA board meetings; writing the TYCA Pacific Coast column for TETYC. Unfortunately, she noted, ECCTYC is currently unable to contribute toward travel expenses for this position. For Fitzgerald’s report on the March TYCA Board meeting at 4Cs, see Appendix II.

III. The ECCTYC Budget: We reviewed our current income and expenses; we also considered the impact of the cost of *inside english*, poor returns of membership fees to date, current unpaid and future potential income from advertising, projected costs for and potential income from the fall conference.

The consensus was that although we are technically in the black, our income has not been able to stay well above our rising expenses. Even with the suspension of various stipends last year, we are barely breaking even.

To help us think more clearly about the ECCTYC budget, Marcoux suggested, we should develop a spreadsheet that would lay out our projected income and expenses for ease of comparison. He quickly composed a rough draft of such a document. The Board agreed that we should prepare such a spreadsheet each year.

It was also suggested that we begin to plan in terms of two-year cycles. This system would allow us to take into account the impact of our biannual conference. A two-year plan would, of course, require us to double our costs and income (except for the conference).

Fauth reminded us that however challenging the current state of our finances is, ECCTYC has been in worse shape before.

Williams, Tejada and Marheine agreed to vigorously explore grants for which ECCTYC could apply.

Caruth suggested that one way to boost our current income would be for as many Board members as possible to pay their fall conference registrations in advance. A number of Board members did so.

We discussed whether or not to produce a fall issue of *inside english*. Without such an issue, we would be producing two, not three, issues per year.

We discussed whether or not to resume mailing *inside english* to colleges that had not paid their memberships. Warner and Fauth expressed their strong opinion that we should.

We discussed whether or not to reinstate yearly stipends for the *inside english* editor, web editor, and TYCA representative. The work of all three positions is substantial and important. In the past, the intention of the \$6000 *inside english* stipend was to buy reassigned time, but it would be very difficult for us to allocate that amount at this point. We discussed various other amounts: \$2500? \$4000?

Marcoux presented figures suggesting that we could reasonably project expenses of approximately \$30,000 for 2005-2006 and income of approximately \$39,500. That projection would give us roughly \$9500 that could be used for stipends.

Brant urged the President to send a letter to the colleges emphasizing the importance of paying for institutional membership.

**The meeting adjourned at 12:00 noon for lunch with the CSU English Council.
The meeting resumed at 1:20 p.m.**

III. Budget (cont'd): It was also suggested that the budget must include all real costs. For example, Warner has spent \$500 of his own funds to pay for the new ECCTYC brochure.

Marcoux presented another version of his projected budget for 2005-2006. He pointed out that the following year we would see a deficit because the conference occurs only once every two years.

Warner asked what we should do about the currently suspended President's Discretionary Fund and the web editor stipend.

The cost of an issue of *inside english* was also discussed. Warner asked that we determine the number of faculty we serve in order to get a better idea of how many

copies to print. He also suggested that we should make every effort to keep costs down by looking for lower printing bids.

After much discussion, the following motions were offered and seconded:

Motion #1:

- A) To produce only two issues of *inside english* for the current year;
 - B) To grant a stipend of \$2000/issue for the *inside english* editor;
 - C) To allocate up to \$2500/year for the TYCA representative.
- Yeas: 18. Nays: 3. Abstentions: 2. Total voting: 23.
The motion was approved.

Motion #2:

- A) Not to print a directory this year;
 - B) Contingent on having sufficient funds, to reinstate a President's Discretionary Fund of \$500/year;
 - C) Contingent on having sufficient funds, to reinstate the web editor stipend of \$750/year.
- The motion was approved.

Motion #3: To approve the projected budget for 2005-2006 as amended contingent upon having sufficient funds.
The motion was approved.

Motion # 4 (Friday morning): To continue a cap of \$6250 on the cost of one issue of *inside english*.
Yeas: 20. Nays: 1. Total Voting: 21. The motion was approved.

IV. Regional Directors' Reports: See Appendix III.

V. Other ECCTYC Reports:

- A. **Academic Senate:** Snowwhite reported on the recent IMPAC meetings and the discussions of the Lower Division Transfer Programs (see Appendix IV). He pointed out that no two campuses ask for the same lower division courses, which complicates the process of articulation. He also commented on "Working with the 2002 Accreditation Standards: The Faculty's Role," a document adopted recently by the Academic Senate. Snowwhite also reviewed the current status of SLOs.
- B. **Adjunct Directors:** Thomas reported that he and Thompson are working on a statement addressing working conditions for adjunct faculty. He also noted that many part-time faculty are unsure about the implications of SLOs and how they will be used.

C. **Editor of *inside english***: Chiang-Schultheiss presented a detailed report. See Appendix V). He noted that Valentin Asiddao (Cerritos College) has volunteered to serve as Poetry Editor. He also pointed out that layout was once again done by Christine Chiang-Schultheiss of Visual Mix and reminded the Board that we had not yet sent her a thank you for her pro bono design work. In addition, to Chiang-Schultheiss' knowledge, former editor Bruce Henderson and his wife Angela, who did design work on past issues, had also not yet been thanked. Warner indicated that he will write to Henderson and his wife; Brant, as incoming acting secretary, agreed to write a letter to Christine. Chiang-Schultheiss also indicated that the latest issue of *inside english* would be in departments by next week.

Fitzgerald registered a complaint that her TYCA rep column did not appear in the most recent issue of *inside english*. Warner and Hurley indicated their very strong conviction that because ECCTYC is TYCA Pacific Coast, it is absolutely essential for this column to appear in every issue. Chiang-Schultheiss assumed responsibility for this problem and indicated that it would not happen again.

Courington asked if an editorial board would be useful. Chiang-Schultheiss responded that it would be helpful and would also increase the respect our journal receives.

Chiang-Schultheiss pointed out that because 61 of the 119 [?] colleges did not pay membership fees, they received only one copy of *inside english* and a letter explaining the Board's decision not to send multiple copies unless a school had paid. The letter also invited schools to pay and reinstate membership.

Warner indicated his strong belief that we should review our finances after the conference. If ECCTYC is doing well financially, we should resume sending multiple copies to all schools. We must, he argued, make sure that all colleges understand that paying for membership in ECCTYC is not simply paying for a subscription to *inside english*; the membership fee supports professional advocacy and the exchange of ideas among the colleges.

Warner proposed a **Committee on Institutional Membership**, and the Board agreed to its creation: Tejada will chair this committee (Warner, Herrick, Ramsey, Shehorn, and Chiang-Schultheiss volunteered). Its charge is to review the issue of membership rates and explore ways of communicating what membership entails.

Board members congratulated Chiang-Schultheiss for producing another splendid issue of the journal in its new format.

D. Web Editor: Chiang-Schultheiss presented a detailed report on the web content, the ECCTYC listserv, and the ECCTYC chairs database. See Appendix VI.

E. Historian: In Spring 2005, Ventura College opened a new Learning Resource Center. Conn asked the Dean of Liberal Arts and Learning Resources if there might be room for ECCTYC archives in this new building, and the dean said yes. Now Conn is planning to move the archives to this new location sometime later this spring or summer. Conn would like some input from the ECCTYC Board regarding how we deal with electronic archives in relation to our totally paper archives for the last thirty years.

V. Elections: Fauth presented a list of candidates for three positions about to be vacated:

President:	Hurley (for one year, the second of current term)
TYCA Representative:	Caruth (for two years)
Secretary:	Brant (pro tem, until a new secretary is elected in the fall)

Hurley made it clear to the Board that, if elected, he would be unable to attend as many conferences or travel to represent ECCTYC as previous presidents have. Board members indicated they understood.

The candidates accepted the nominations, and the Board elected the candidates to the positions.

VI. ECCTYC Institutional Memberships: We discussed ways of improving our relationships with member colleges as well as our collection of membership dues. Many regional directors pointed out the difficulty of organizing regional meetings. The following ideas were offered:

- make sure we have two regional directors in all ten regions.
- find point persons at each college—persons whom the regional directors could contact about issues on campus as well as determining how best to get payments
- regional directors could do direct mailings to faculty
- resume the northern and southern chairs meetings (Chiang-Schultheiss said that we have an up-to-date chairs list)
- develop a list of topics for discussion

VII. Fall 2005 Conference: Marcoux reported on plans for the October conference. The cutoff date for room reservations is September 12. We will get one complementary room for every fifty rooms reserved. A parking rate of \$8/day (instead of the usual \$15) has been arranged. We have very good room rates at a very nice hotel (Long Beach Westin),

but the other hotel costs are quite expensive. We hope to get corporate sponsorship for coffee, for which the hotel charges an exorbitant rate.

We decided to forgo internet access, which is prohibitively expensive (\$751/day); \$125 for a phone modem and outside dialing). We will have to let people interested in presenting that internet access will not be available.

Herrick reported that the three speakers (Bazerman, Addonizio, Glatt) have all accepted. Bazerman is flattered and quite happy to be invited.

Meeting adjourned for the day at 5:00 p.m.

Friday, April 22, 2005

Meeting reconvened at 8:40 a.m.

VII. Fall Conference (cont'd): Board members need to meet at 5:00 p.m. Wednesday October 12, in Marcoux's hotel room to stuff packets.

On the following morning, Thursday, October 13, we will hold our fall Board meeting; the focus will be on conference logistics.

Conference registration will begin at noon; parking needs to be validated at the registration desk. Bazerman's keynote will be at 1:00 p.m., and the first sessions will begin at 2:30. Addonizio will speak at the Friday luncheon, and Glatt will speak at the Saturday brunch.

Marcoux also reviewed the list of committee assignments, which needs to be updated by May 1.

Caruth reviewed the publicity plan: regional directors will send out conference flyers, registration forms, and calls for proposals. Hurley asked Marcoux to send out a publicity schedule to the regional directors.

We will have five rooms for session meetings. Board members will need to bring LCD carts, DVD players, flip charts, and extension cords.

Marcoux reported that Jay and Thompson will solicit advertising from local restaurants and business for the program.

Brant and Hinman, program chairs, indicated that Board members should encourage people to present. They also asked the Board to create a list of potential topics.

Warner will talk to Kim Flachmann about getting credit for the conference through CSU Bakersfield. Recently, some districts have refused to give academic credit for conferences because of the way the transcripts are coded.

VIII. Web Editor and *inside english* Editors: Chiang-Schultheiss has agreed to serve another year as *inside english* editor. We have determined, however, that because of the TYCA bylaws, no Board member can hold more than two positions; thus, Chiang-Schultheiss will resign as web editor. Enns has agreed to serve as web editor for the year.

Motion #4: [modifying Motion #2C?] To grant the web editor a stipend of \$500 and to pay for editor's conference registration. The motion was approved.

IX. Joint Meeting with the CSU English Council: Warner introduced Hurley as the President-elect, explained the CCC Academic Senate's resolution on the minimum English requirements for the AA degree, and shared the TYCA documents on academic preparation for teaching in two-year colleges and the teacher-scholar.

Marcoux announced the fall conference and asked CSU faculty to encourage their graduate students to make presentations.

The CSU English Council shared a resolution it had just passed in favor of a) developing integrated reading and writing courses and b) abolishing the "remedial" designation in its assessment process.

X. Summary of Committee Assignments:

A. General:

Communications: Chiang-Schultheiss (chair), Caruth, Enns, Herrick, Marcoux

CSU/CCC Relations: Warner (chair), Chiang-Schultheiss, Dinielli Hurley, Snowwhite

Grants: Ramirez, Marheine, Tejada, Williams

Innovative Programs: Enns (chair), Dinielli, Tejada, Williams

Institutional
Membership: Tejada (chair), Chiang-Schultheiss, Herrick, Ramsey, Shehorn,
Warner

Learning Outcomes: Brant (chair), Banerjee, Bettencourt, Ramirez, Snowwhite

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

Matriculation: Banerjee (chair), Hinman, Warner

Part-timer Issues: Thompson (chair), Marheine, Snowwhite, Thomas

Survey: Jay (chair), Brant, Hinman, Marcoux, Warner
Warner, Williams

B. For the 2005 Conference:

Chair: Marcoux

Hotel Arrangements: Marcoux (chair), Dinielli, Fauth, and Marheine

Speakers: Herrick (chair), Warner

Program: Hinman and Brant (co-chairs), Ramirez

Registration: Ramsey (chair), Banerjee

Promotion: Caruth (chair), Chiang-Schultheiss

Best *i.e.* Article: Marheine (chair), Bettencourt, Jay, Enns

Best CCC Literary Magazine: Warner (chair), Courington, Enns, Herrick, Tejada

Awards: Warner (chair), Marcoux

A/V Support: Marcoux (chair), Marheine

Publishers/Vendors: Marcoux

Local Attractions: Thompson

C. ECCTYC Regional and Adjunct Director Terms:

<i>REGION</i>	<i>DIRECTORS</i>	<i>COLLEGES</i>	<i>YEAR OF RE-ELECTION</i>
I	Judie Hinman VACANCY	College of the Redwoods	2005 2006
II	Eileene Tejada Elena Cole	Napa Valley College Las Positas College	2005 2006
III	Heidi Ramirez Sravani Banerjee	Hartnell College Evergreen Valley College	2005 2006
IV	Patrick Bettencourt VACANCY	Modesto Junior College	2006 2005
V	Jacqui Shehorn VACANCY	West Hills Community Col	2006 2005

VI	Chella Courington VACANCY	Santa Barbara City Col	2005 2006
VII	Roger Marheine Susan Brant	Pasadena City College College of the Canyons	2005 2006
VIII	Pete Marcoux Philip Hu	El Camino College Cerritos College	2006 2005
IX	Mark Snowwhite Charles Williams	Crafton Hills College Chaffey College	2005 2006
X	Carmen Jay VACANCY	San Diego Miramar College	2006 2005
ADJUNCT	Darrell Thompson John Thomas	El Camino College Diablo Valley College	2005 2006

Meeting adjourned at 11:00 a.m.

Next Board Meeting: October 13, 2005, Westin Hotel, Long Beach CA.

Respectfully submitted,
Tom Hurley, Secretary

Appendix I: Treasurer's Report

ECCTYC Income and Expenses Fiscal Year to Date 7/1/04-4/21/05

ACCOUNT BALANCES	4.21/05	BALANCE
Cash and Bank Accounts		
	Savings	149.70
	Checking Account	13,498.79
TOTAL		13,648.49

EXPENSES	7/1/ 04-4/21/05	
Tax Filing		10.00
Tax Prep		280.00
Fall i.e.	Printing	5,590.00
	Mailing	654.90
Spring i.e.		5,500.00?
Comp i.e. editor		273.00
CSU English Council	Lunch	510.00
CA State Lic Fee		20.00
Web Hosting Fee		360.00
Business Supplies	Printing, labels	50.79
	Printing, postage	43.27
Bank Service Chrg		12.00
TOTAL		13,303.96

INCOME	7/1-04-4/21-05	
Ad Income	Fall i.e.	750.00
	Back copies of i.e.	3,730.00
	Spring i.e. (+ next 2 issues Bedford)	2,887.50
Fall Board Mtg		740.00
Indiv. i.e. subscriptions		45.00
Institutional membership	2003-2004	190.00
	2004-2005	6,100.00
Interest Inc		7.26
TOTAL		14,449.76

ECCTYC Tentative Budget (Projected Expenses) 7/1/05-6/3006

CATEGORY		EST. EXPENSES
Board Mtg (rooms/food)		1,000.00
Directory (?)		1,150.00
i.e.	3 issues @ \$6300/each	18,900.00
Web Server Fee		400.00
Tax Prep		400.00
Misc	Bus. Supplies/postage/printing	100.00
Conference:		
Awards	260.00	
Bof A (credit card proc.)	350.00	
Site Fee Deposit?	1,000.00	
Speaker Fees	3,000.00	
Supplies	500.00	
Registrar (Harriet?)	550.00	
Conference Total	5,660.00	5,660.00
TOTAL		27,610.00
TOTALw/ 2 i.e. issues	@\$6,300 ea. = 12,600	21,310.00

CURRENTLY SUSPENDED STIPENDS

President's Disc. Fund (max)		500.00
Web Editor Stipend		750.00

TYCA Rep Reimburs. (max)		2,500.00
i.e. Editor	Stipend	6,000.00
	Discretionary Fund (max)	300.00
Total Stipends		10,050.00

Total w/ Stipends (3 i.e.)		37,660.00
Total w/ Stipends (2 i.e.)		31,360.00

Appendix II: Summary of the TYCA Board Meeting at the Conference on College Composition and Communication, San Francisco, March 19, 2005

Sallyanne H. Fitzgerald, ECCTYC/TYCA-Pacific Coast Representative.

Committee Reports:

- College Forum—Wrice will take the issues raised at TYCA Talks to the next meeting including assessment and load.
- TYCA Breakfast—over 200 attendees. Discussion concerned tickets for awardees and selection of next chair. Two tickets will be provided for each awardee; they can purchase more.
- Research Initiative—Millward requested that each college complete one survey on line. It is on the NCTE website.
- Executive Report—Paul Bodmer reported for Kent Williamson. Check the NCTE website for items on writing. NCTE will be opening an office in Washington, DC to advocate for our issues. Paul will be working there. Future assistance at NCTE will be from Melissa, administrative assistant, and Kent. There will not be a senior program

officer for higher ed at NCTE.

Discussion Items

- Discussion about By-Laws—each regional board is supposed to have a 4 year college rep and members of the regional ECs are supposed also to be members of 4Cs. Unless a regional has its own tax status, it must follow national bylaws in order to be considered under the national tax status. ECCTYC is unique in that our by-laws do not have to follow the national by-laws because we were grandfathered in when we became part of TYCA.
- Discussion of panels and TYCA Talks topics—the topics probably will not change because our interests remain similar. Jodie’s panel from this year will be repeated with regional reps taking the presentation roles.
- Guidelines and Teacher/Scholar papers are available on the web. Paul wants to know who else should get them.
- Mitchler announced that the outstanding programs award is now \$500 because Bedford/St. Martins and Diana Hacker’s husband have agreed to sponsor the award in Hacker’s honor.

Appendix III: Regional and Adjunct Director Reports:

Region I Report: April 2005 Co-Director, Judie Hinman

English departments at several Region I colleges have been asked to offer classes at local prisons. While the situations vary considerably (from low-security prison classrooms to high security populations with no access to internet or cable TV), the major concern of faculty is that these for-credit classes are not the equivalent of regular courses offered by the colleges. For example, an English 1A might be offered with substantially different curriculum and standards or a developmental course with no assessment test for accurate placement, no lab, no face-to-face contact, and minimal writing requirements. Larger departments have been able to negotiate, but smaller department are experiencing considerable pressure to provide these courses despite pedagogical concerns. We welcome responses from other schools who have dealt with this issue.

While not strictly an English Department issue, concerns have been raised about large-format and distant education courses that by-pass curriculum committee review. These classes currently have enrollment caps set by the union and/or by the administration rather than by the curriculum committee. While class size is a workload issue, it is also a pedagogical issue. The curriculum committee argues that courses should be equivalent regardless of location or mode of delivery, and that it is, therefore, within the cc’s purview to ensure that opportunities for discussion and requirements for critical thinking and writing are not diminished when a course is offered as a large-format or distant ed

section. The larger issue here is, of course, who has the authority to set enrollment caps. While some faculty want the autonomy to negotiate with the administration on a case-by-case basis, others believe that the right to determine appropriate classes size should be retained by the curriculum committee.

Region II Report: April 2005

Co-Directors: Eileen Tejada and Elena Cole

No Report.

Region III Report: April 2005

Co-Directors: Sravani Banerjee and Heidi Ramirez

Communication or the lack thereof seems to be a problem in Region III. In order to rekindle knowledge of and interest in ECCTYC/TYCA Pacific Coast as an English Council representing the interests of all English Faculty in Northern California, Sravani Banerjee and Heidi Ramirez will spearhead an effort to formally reinstitute Northern Chairs meetings. Eileen Tejada, Sterling Warner, and Tom Hurley will also participate in this effort.

Despite financial cut back at many Region III colleges, many employment opportunities have opened up—possibly because of the number of people who took the a golden handshake last year. On the other hand, Faculty Associations continue to express concern about everything from working conditions, part-time instructor exploitation, and micromanaging trustees.

Several colleges in Region III report situations that threaten the academic and instructional integrity—as well as pedagogical soundness—of composition and literature classes. Many administrators who would like to increase the size of composition and literature classes. Although the Faculty Association at San Jose City and Evergreen Valley College continues to negotiate for differential loading and lower class size for composition courses, administrators at other colleges seem to want just the opposite. Meantime, some district administrative teams have imposed new obstacles to student registration for classes. Some college now demand up to 80% enrollment in each course as many as 5 weeks before classes begin; classes that fall short of 80% are cancelled. This means that composition and literature courses that historically tend to fill at the last moment—but do fill by the first day of class—will be eliminated entirely from the schedule, ignoring student needs and realistic class accessibility.

Also, most English Departments in colleges in Region III have distinguished themselves one way or another through successful programs developed for students, faculty acclaim, and other services directly benefiting students. We hope to build on these in the future while determining productive strategies for addressing concerns facing community college English faculty today and long into the future.

Region IV Report: April 2005**Co-Director: Patrick Bettencourt (Current Events at Modesto Junior College)**

Hiring. The English Department is in the process of interviewing for four tenure-track openings. Three of these are retirement replacements and one position is growth.

Basic Writing. There is discussion about how to revise the curriculum to better suit the needs of our students in the lowest level, open-entry, basic composition course. This course has become a generic “catch all” for any student wishing to enroll. We find disparity among the needs of the students in this course who range from the lowest level ESL to the Generation 1.5. Some considerations are mandatory learning communities or corequisites or prerequisites of grammar or reading. A two-semester sequence course has also been discussed, as has the creation of an entirely new course that might help bridge the gap.

Contract Negotiations. Our local union (Yosemite Faculty Association) tells us to anticipate a salary increase of roughly 5%. It seems that the negotiators have been successful once again at holding off the district’s strong desire for us to contribute to health benefits. Our faculty remains below the state median in salary.

Publication. The next edition of MJC’s literary magazine, *Quercus Review*, will be out in the very near future, as will the second annual edition of a collection of poetry from Quercus Review Press titled *Kiss* by Julie Lechevsky. www.quercusreview.com

Student Awards. The 28th Annual Celebration of the Humanities awards ceremony was held last week, and 70+ students were awarded cash prizes up to \$200 for their work in photography, theatre, writing, speech, dance, music, video, and art.

Region V Report: April 2005**Co-Directors: Jacqui Shehorn and Gary Enns**

Fresno City College—Fresno City College received a Title V grant, and they are in the first semester of implementation: a new Extended Learning Center (Writing and Reading Center) and expanded distance education services. Also, they hired two new tenure track instructors to begin Fall 2005. They continue to look at SLOs and adjunct equity issues as many other colleges do. There were no full-time faculty positions cut, and retirement and growth positions are being granted. On a college-wide note, they continue to bring in prominent speakers: last year Maya Angelou and an election-year debate between Kathleen Kennedy Townsend and Bay Buchanan; this year, filmmaker Morgan Spurlock and educator Jaime Escalante. -js

West Hills College—West Hills College in Coalinga has just finished an accreditation visit which seems to have gone well. They college has recently received a Carnegie Grant which will assist with learning communities and a new supplemental instruction

program. In addition, Coalinga recently reopened its beautifully renovated library. The district's new college in Lemoore is continuing its accreditation process. The college is considering offering new degrees, including a communications degree. English instructors have been at the forefront of the SLO process, which appears to be in the hands of faculty. A lot of training opportunities have been given for faculty and staff to learn about SLOs. Learning communities continue to be successful in Lemoore, as they are on the Coalinga campus. English faculty are primarily responsible for this success. For the first time this semester fees were due when students registered. This has caused some negative repercussions, although those effects were not as bad as many suspected they would be. The district is at impasse in its bargaining for the 2004-05 contract. Issues are the same as in many districts: salary and compensation (including issues regarding online instruction), health care benefits, and benefits for retirees. No full-time faculty received pink-slips this year. – js

Porterville College—PC has two positive developments to report: **1)** The English Department has begun use of a common essay mid-term and final for their English 50 course (one level below Freshman Comp.) Adjunct faculty who wished to participate in the holistic scoring process were granted the OK to assign an alternative assignment in lieu of their regularly scheduled class in order to free up time for the meeting. **2)** PC along with College of the Sequoias was awarded a cooperative grant to fund the launch of new student learning communities. PC will begin the program with Basic Skills reading and writing courses, basic math, and more. -ge

Cerro Coso Community College—Although financial constraints are severe, the Cerro Coso English Department has a number of positives to report. **1)** CC recently hired a new full time reading instructor and is in the process of hiring a dedicated basic skills instructor. **2)** Cerro Coso now uses a common midterm and final essay exam along with holistic scoring for their English 70 Introductory Composition course. **3)** Department members participated in the Building Bridges Retreat held in Bakersfield. The retreat included English faculty from many of the colleges throughout ECCTYC Region V. **4)** To honor the college's commitment to offering full degrees entirely online and to meet increased student demand for online courses, the department now offers its reading and basic skills courses online. **5)** The department continues to revise course outlines according to Title V requirements and to seek approval for the launching of all courses online. -ge

Region VI Report: April 2005
Co-Director: Chella Courington

Labor Issues: In the fall, the AFT (American Federation of Teachers) lost the election to the IA (Instructors Association) despite ongoing issues of faculty voice. The college has agreed to repay adjuncts (who taught in English Skills or English 100) full back pay.

SLO Workshops: They seem to be going well at SBCC, suggesting that writing and reading skills are critical across the disciplines, but few English faculty are involved due to time restraints.

Release Time for Professional Projects: The English faculty has difficulty getting course release for professional projects. For example, a colleague had the opportunity to apply for the position of editor of *Teaching English in the Two-Year College*, but the administration would not grant course release time. The same problem is faced by English Skills.

Literature Courses: The literature courses have been cut back, and the administration says lit sections will be cut if we have any faculty who for any reason has a non-administrative course release.

Adjuncts: We're running out of adjuncts and cannot staff the classes that the administration asks us to teach.

TYCA Research Survey: Jody Millward has sent the final version of the survey to NCTE and is working on a plan for dissemination.

Region VII: April 2005

Co-Directors: Susan Brant and Roger Marheine

Susan reports there isn't much change from the last report—issues are still outcomes based assessment, class size, under prepared students, monitoring adjuncts, and the budget. In at least one college, the interviews for two new hires in English have been completed, but it is not known yet whether the positions will be funded. I don't know whether we at COC will get a raise, but our college does have reserves, so there isn't any talk of salary cuts.

At COC, our Senate approved the requirement of English 101 (1A) for the AA/AS degree. We are using English 091 (one level below Freshman Comp) as a pilot for SLO's, with portfolios and two outcomes to be assessed. Our adjunct faculty's union won't allow us to require adjuncts to exchange portfolios, so each instructor will do his or her own assessment following a rubric we provide. Their union demands required us to make significant changes in our program. We had to be very persuasive to get funding for a much-needed, but not sufficient, norming session.

Roger reports that "SLO's are an increasing concern. People are hearing Academic Senate statements and there is some fear that SLO's will be a part of faculty evaluations." His Senate president told him that there is some statement about that in the Ed Code.

COC is offering many non-credit courses –vocational and ESL--for summer with no fee as a pilot program. They will be staffed by adjuncts. One question will be whether those students will have access to student services. There are also some "early bird"

summer courses for credit that will start at 6:30 am. COC is also considering eliminating the option of auditing credit courses.

Also from Roger, “There is a growing concern that lower student enrollment will gut lit programs as administrations go to more lean and “pragmatic” offerings that address student needs like remedial and developmental comp. Santa Monica (not in our region) has gone through a significant enrollment drop and is trying to get back after severe cuts last year.”

More from Roger: “Tom Hurley's awful situation (Contra Costa District) has much resonance here. Locally, Citrus is involved in a real fight as well. It indirectly affects us in English. Citrus has negotiated to end differential pay for lecture/lab for a variety of voc ed and science courses, but the college claims it can not give any raise as a result. In English we should continue to first defend full pay for Writing Center obligations--a professional hour is a worth a full hour's pay. Second I think we should all consider pushing for a four-hour fresh comp class. At Pasadena we have four-hour classes for the five comp levels and it really makes a difference in load. Thus as a protection against potential cuts, English programs could take a proactive measure to increase the units of basic writing classes. Just a thought.”

Region VIII Report, April 2005

Co-Directors: Pete Marcoux and Philip Hu

Like the other messages on the list serve, El Camino is going through some salary disputes with administration. We are currently at arbitration over our last increase (we disagree on the formula for determining raises). Other issues: faculty computers. Every district owned computer except those used by faculty is on a 3 year replacement cycle. Currently, most of our faculty are using computers and software from 1998. This issue has generated quite a lot of emails on the campus list serve. Our English department is also in the throes of designing a new division building. However, we are experiencing difficulties due to inflation. We are also experiencing a dearth of administrators. They are retiring and moving from campus at an alarming rate. There are so many “acting” deans, the joke fodder is full (this being LA). We lost our acting dean (she is now Humanities dean at Long Beach City college), but our former dean, Tom Lew (a strong supporter of ECCTYC) is back. Other pedagogical issues still seem to dominate our meetings: plagiarism, under-prepared students, discipline problems, textbook prices. We are hiring 2 positions in English and 34 throughout the campus.

On the Region VIII level, we have a new rep, Philip Hu from Cerritos. Although he can't make the meeting this spring, he seems interested in the group. He is looking forward to meeting everyone in the fall.

Region IX

Co-Directors: Mark Snowwhite and Charles Williams

No report.

Region X**Co-Director: Carmen Jay**

Good news on hiring. Many area colleges have had multiple listings in the Chronicle of Higher Ed in recent months.

Accreditation Commission cited three colleges for lack of diversity among faculty.

Areas of interest for English faculty in region right now: the direction of developmental reading and writing programs; online course issues; generation 1.5 students.

Student learning outcomes are still a topic for discussion. Some faculty report they'd like to get more information since the push for SLOs is so strong due to accreditation.

Adjunct Faculty Report:**Co-Directors: Darrell Thompson and John Thomas**

Conditions for adjuncts at community colleges in California are not good, but then this is hardly news to adjuncts. Despite the generally poor conditions, there are a few bright spots for adjuncts. While this may hardly denote a "turning of the corner," so to speak, it does provide a brief glimmer of hope to a few lucky individuals. Nevertheless, while the conditions for adjuncts are not good, the news for community colleges in general is not good, either, and it appears that the current climate regarding education in California is such that conditions will almost certainly get worse before they get better.

This year there was a great deal of full-time hiring going on, particularly in southern California. There was some hiring going on in the northern part of California. While most positions were posted on the CCC Registry between late January and early April, there were a few isolated openings posted before the winter break. Indeed, at one point I counted about thirty full-time tenure track positions in English, ESL, reading, and even English writing lab jobs on the CCC Registry Web site. Darrell found it difficult to apply for many positions due to the timing of the announcements and his busy schedule, but still managed to apply for some positions. I managed to apply for nineteen positions all across the state. Indeed, I managed to snare several interviews, some of which are still coming up. While it would be wonderful to actually be offered a full-time position, simply going through the process and being rewarded with my hard work with several interviews has been highly encouraging and a fascinating learning experience. If not this year, then, should the hiring trend continue next year, I will cast my nets out into the CC seas once again. While the hiring has been encouraging, it is, as Darrell points out, bad news if the trend ends, or if positions are unfunded.

In addition to the large number of full-time tenure track positions available, there have been many part-time positions available. As Darrell Thompson says, this means there will be more people who can get jobs or people who can get more work. However, this is

bad news if it means continued and expanding exploitation with no promise of full-time hiring. The conditions of adjuncts across the state have remained about the same; adjuncts are underpaid, overworked, frazzled, harried, and increasingly isolated from their departments. Compensation in addition to salary is another hotly contested issue for many adjuncts across the state, and the lack of it in combination with the dire conditions has resulted in a “revolving door,” of adjuncts at some campuses.

While a few districts provide reasonable compensations (health care benefits, pro rata pay, paid office hours, etc.) most do not. Darrell Thompson has recently been studying health care benefits for part time faculty, and discovered that only a few districts provide health care for their adjuncts—under certain conditions. At one of Darrell’s campuses, he is involved in a push to get health care. He is in the process of “examining plans and looking at language.” Any information from all the ECCTYC representatives would be greatly appreciated.

There are a number of districts that have been experiencing serious problems with their adjuncts in relation to the current economic and education climate in California. Ventura reported that adjuncts received “pink slips,” and many times they hire people one day to have them teach a class the very next. Santa Barbara City College also reported problems with the part time faculty; at one point, according to a former adjunct representative from Santa Barbara, adjuncts voted overwhelmingly to strike if salary increase demands were not met. The strike did not occur when the salary dispute was satisfactorily resolved. Allan Hancock Community College also faced a severe crisis with the adjuncts that broke away from the full-time union, brought in AFT, and has successfully bargained for higher salary. This past summer, the adjuncts at Hancock, dissatisfied with the administration’s bargaining stance, took out extensive radio advertisements pleading their case with the public, a tactic that garnered considerable support from the local paper, generating several articles about the stalled negotiations. In the words of the Hancock part-time union representative, Mark Miller, “We will not rule out a strike.” A strike was not called. Adjuncts at Diablo Valley College, where I currently work, have incurred a salary cut, a cut that full-time faculty also have incurred. Despite the salary cut, there is some bright news in the wreckage, according the DVC UF Newsletter: adjuncts with a composition load will receive some pro rata pay. Unfortunately, the financial crisis may have caused an exodus of adjuncts. Only time will tell if adjuncts stay or if they leave.

At the last ECCTYC Board meeting, it was asked if the adjuncts sometimes bring their problems on themselves by not being more forceful or seeking out additional state monies (unemployment insurance, for example), and it was briefly discussed that perhaps in a fantasy world if adjuncts at CCs and CSUs were to combine their efforts statewide into one union, one front, with one common mission statement and purpose, then they would be more likely to get somewhere and change “the system.” However, it was also realistically discussed that the political nature of unions, individual districts and college campuses, not to mention the diverse needs and desires, realistic or not, of the adjuncts all over the state, make such a scenario just that—a fantasy. The continual “revolving door,” of adjuncts is a major reason for this continued fragmentation of the adjuncts and

the continuance of their unhappy situation. What would happen if the adjuncts across the state decided to go on strike in unison on the same day at the same time with the same mission statement and demands? This question, when proposed at the ECCTYC Board meeting, provoked some gasps, groans, and general laughter. Will it ever happen? Of course not—only when the situation reaches such dire extremes economically and socially that few other options remain, a scenario that is unlikely to ever occur.

One positive development for adjuncts is technological. According to Darrell, many books and/or publishers now offer testing apparatuses where students can take grammar tests, and get scores that are emailed directly to the instructor or, in some cases, downloaded into a class roster that the instructor has set up. This of course can benefit all teachers but busy adjuncts gain the most from this. Also, they can come with other help from research aids to journal writing locations; web site building and maintenance aids to grading software are also becoming more widely available for adjuncts.

However, the overall news for adjuncts at the community colleges, and the state of the state of community colleges in California is grim. Adjuncts throughout the state are threatened by the lack of CC funding under the present Governor, and the situation for community colleges in general is not good. Major programs (EOPS to name one example) have received severe cuts in funding under the present Governor, and the continued battles between the present administration and faculty over funding, hiring, SLOs, tenure, and other education concerns continue to plague not only the community college systems, but all levels of education in California.

Appendix IV: IMPAC Report:

IMPAC Program – Intersegmental Major Preparation Articulated Curriculum

Funded by a grant awarded to ICAS -- IMPAC Project is an initiative of the Intersegmental Committee of Academic Senates (ICAS) representing the faculty of the University of California, California State University, and California Community Colleges, through their respective Academic Senates. The project is coordinated through

a Steering Committee that includes faculty and staff appointed by the three Academic Senates, ASSIST (the statewide articulation repository) staff, and representatives of the California Intersegmental Articulation Council.

Purpose -- to ensure that students transferring from the community colleges to UC and CSU are prepared for work in their chosen major and can avoid having to repeat coursework.

Objectives –

- 1) creation of a common understanding of the major preparation including key components of the lower division curriculum; and
- 2) establishment of a system of state and regional intersegmental faculty dialogues, by discipline and among related disciplines, to address curriculum issues related to articulation and transfer.
- 3) alignment of curriculum (core) and the rigor of its delivery,
- 4) building trust among faculty of the three segments
- 5) serving students whose education is a shared mission of both the sending and receiving institutions.

The project is designed to make use of the existing extensive and effective articulation mechanisms in California higher education. It is the intent of ICAS that the IMPAC curricula will serve as templates for campus-to-campus major preparation agreements approved through current processes.

Process – Regional meetings for disciplines to address **prerequisite and lower division courses students must complete prior to transfer to either CSU or UC.**

Other issues, concerns, and academic procedures that impinge upon the transfer of students in specific majors.

Specifically, the grant funds regional and statewide faculty disciplinary and interdisciplinary discussions.

IMPAC begins with state discipline meetings of related subjects, such as English. Faculty from all segments and regions of the state meet to review existing lower division major requirements and identify the expected preparation for the major. These meetings are facilitated by faculty with assistance from articulation officers. As part of the creation of the expected preparation of the major, model course descriptions and outlines may be proposed. Discussions between faculty who teach required courses in related disciplines, such as calculus required for the physics major, are facilitated by having these related discipline meetings at the same time and place. The product of these meetings is a list of courses comprising the expected preparation for the major, descriptions of those courses,

and a list of issues that should be addressed in assisting faculty to move toward wider acceptance of a common understanding of lower division major preparation.

The state discipline meetings are followed by regional meetings in which representatives of departmental faculty from all colleges in the region are invited to meet. Regional meetings are facilitated by local articulation officers identified by CIAC and by Steering Committee members. The major purposes of these meetings are

- 1) to suggest any revisions to the core curriculum course listings or descriptions,
- 2) to seek a basis for adjustments in campus-to-campus major preparation agreements which would move them toward the core, and
- 3) to form the basis for articulation of any core courses on which agreement has not yet been reached.

Outcomes of the meetings are as follows:

- 1) Revisions to the IMPAC core are considered by a follow-up state Discipline Meeting, which reaches consensus and then distributes the results to all parties.
- 2) Suggested changes to course descriptions are considered at the state follow-up meeting, consensus is reached, and then the proposed changes are transmitted to CAN for approval following existing practices. Once approved, the changes are disseminated through the existing CAN process (with the abandonment of CAN by CSU, it is unclear what process may be instituted).
- 3) Proposals for revised major preparation agreements and for new or revised course-to-course articulation are handled by UC and CSU articulation officers following their existing practices. Agreements are not final until all approvals have been obtained.
- 4) IMPAC staff will follow the progress of the suggested articulation changes and provide assistance upon request.

Appendix V: *inside english* Editor Report:

Production Overview:

- Received ISSN (1553-5401) from LOC and is in use
- In December, I sent a package of the remaining copies of i.e. to Edith Conn to partially fulfill their request due to a lost package.
- Established submission and advertising deadlines through Spring 2006

- Continued CFP on UPenn CFP listserv
- Valentin Asiddao from Cerritos College's English Department volunteered to serve as Poetry Editor for the Winter/Spring issue. I'd request that the board send Valentin a thank you note for his service.
- Visual Mix, again, volunteered her time to complete the design and layout of the journal.

61 of 119 English departments had not renewed their institutional membership as of 15 April 2005. Therefore I printed 2,600 pieces and reduced the number of copies that non-paying colleges normally receive to just 1 per department as per the board's approval via the listserv. (A wise financial decision, but this will negatively impact our circulation numbers we can tell to advertisers.)

- Packaging/Shipping: Susan Brant offered to help wrap the journal, but all Directors who offered input online supported paying the printer to wrap and ship the journals. The printer shipped 58 boxes; I shipped 61 individual envelopes. Each envelope contained a letter explaining why the department was receiving just one copy and encouraging the department to renew its institutional membership. I also included a business reply card asking the contact person to update the contact data and to indicate the number of future copies of *inside english* the department desired to be billed for. The BRC has the treasurer's return address on it.
- To continue promoting the journal and organization, I sent a complimentary copy of *i.e.* to past presidents, Barbara Bilson, CSU and UC liaisons, my division dean, local campus senior administration, and district chancellor.
- Within 2 weeks I will use the CCC Chairs database to verify that statewide English chairs received their *i.e.* package.

Production Issues:

- Requested RFP from a printer I sought fall 2004 whose bid came in after I chose the printer for the Fall issue. His bid was significantly lower (\$4,550 compared to \$5,300), so I chose this printer in an effort to cut printing costs. We should be approximately \$900 under budget of \$6,250. Ultimately we saved some money due to a smaller print run, but we had about 10 extra pages in this combined Winter/Spring issue.
- Advertising:
 - Bedford paid for 3 ads (Winter, Spring, Fall 2005), but we did not run their Winter ad. Bedford needs to be contacted if they haven't, and we need to be conscious about preserving that relationship.
 - Modesto College's ad ran late and has only about 2 weeks of value since it was slated to run in the Winter issue. This is a negative consequence of postponing the Winter issue.
 - Of all the people who were assigned the task of getting ad support, only 2 regional directors followed up to contact me with a response. I encourage the Board to continue working on getting ad support to fund the journal.

Funding and Memberships:

- Institutional rate: not enough to cover costs; not receiving enough income to cover costs.

At Last fall's board meeting, discussion was tabled regarding of raising the amount the

English Council charges for institutional memberships.

- Need about \$6200 in advertising money to make *i.e* self-sustaining each issue
 - 3 cover ads at \$750/page
 - 7 inside ads at 650/page
- This issue, each page cost approximately \$83.28/page; 2.05/book—a 45% increase over last issue.

Year in Review:

Goals met:

1. Created a new professional look for *i.e.*
2. Put *i.e.* back on a reliable schedule for 2004-05
3. *i.e.* published on time to promote the upcoming conference in October 2005
4. Solved the printing issue with the washed out text in Fall 2004 issue
5. Printed Winter/Spring issue under budget

Goals not realized:

1. Only produced 2 issues rather than the planned 3 issues. This negatively impacts the Board's credibility.
2. Not enough advertising support to make the journal self-sustaining.

Other:

- Last board meeting, I asked that English Council send a written thank you to outgoing editor, Bruce Henderson, to his wife Angela for the design and layout, and to Christine Chiang-Schultheiss @ Visual Mix for her pro bono design work. To my knowledge these three people never received a thank you. I'd like to renew the request to send them a thank you note as a gesture of the board's genuine appreciation.

- Publishing house option

Appendix VI: Web Editor Report:

Web Content:

- Posted Fall 04 minutes
- 2005 English Council conference website has been online since January 2005.
- Added conference advertisement on home page to attract more traffic to the conference pages
- Created online conference RFP submission form
- Created online conference registration form
- Posted the following PDF files:

- English Council brochure
- Speakers ad
- Conference ad
- RFP for proposals
- Updated Regional Directors (please advise of additional updates). *Tom: Please e-mail me any updates you receive, highlighting them in red.*
- Are there any new CCs in your region to add?
- Send me ideas for new content that your region and respective colleges would like made available.

ECCTYC Listserv

- To be sure all Board members are receiving necessary Board-related information, I encourage the Board to use the listserv address rather than mass mailing everyone with a personal distribution list because the listserv will be sure to send messages to all Board members as long as they are subscribed.
- Added new Board members to join the listserv.
- Any new Board members who are not receiving messages from the listserv, please contact me.
- If you need to change your e-mail address in the listserv, please refer to the directions on how to use the listserv. Send me e-mail if you need these.
- Removed e-mail addresses of prior Board members from the listserv.

Communications Committee Report

ECCTYC Chairs Database

- Database is now complete with email addresses of all statewide chairs. I have been using this email list to send out 2 conference announcements and 1 Save The Date message. I also use this list to confirm whether all the colleges have received their package of *inside english*. Thank you to the Directors who help in completing this dataset
- Posted copy of current database on the website in the private archives.
- Completed ECCTYC brochure in December after final input from Fall 2004 Board meeting.

