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ENGLISH COUNCIL OF CALIFORNIA TWO-YEAR COLLEGES  
TYCA PACIFIC COAST  
BOARD OF DIRECTORS' MEETING, APRIL 17 & 18 2008  
THE DOUBLETREE HOTEL, BURLINGAME, CALIFORNIA

UNAPPROVED MINUTES

**Meeting conducted by** President Heidi Ramirez

**In attendance:** Chella Courington, Kris Acquistapace, Edith Conn, Michael Dinielli, Gary Enns, Erik Fritz, Gary Graupman, Tom Hurley, Heidi Ramirez, Tina Ramsey, Jacqui Shehorn, Sterling Warner, Susan Yonker, John Thomas, Catherine Eagan, Jan Lombardi, Corinna Evett, Micah Jendian, Christopher McCabe, Sean Stratton, Kara Lybarger-Monson, Sravani Banerjee, Lance Mejia

**Absent:** Elissa Caruth, Adrienne Peek, Charles Williams, Ted Brett

**I. CALL TO ORDER**

Meeting called to order: 8:44

Welcome and introductions including announcement of new & resigning member

**Approval of Fall 2007 Board Meeting Minutes**

**II. 9:00: OFFICER REPORTS**

1. President—**Heidi Ramirez**

- See attachment newsletter
- Ramirez: discusses the regional responsibilities of ECCTYC Representatives:
- Face-to-Face Meetings: Ex. Gavilan College F2F: Unless we return to setting up F2F meetings with our regional colleges, we are going to lose our base

2. Past President—**Tom Hurley**

- See attachment for full report
- DVC: Mentoring committee to bring part-timers into department; part-timers have voting rights; putting together online handbook to introduce instructors to department
- integrating reading & writing courses
- raises question: are libraries going in one direction & the English Departments in another?

3. First Vice-president—**Sterling Warner**

- 4Cs Conference in San Francisco, Spring, 2009: encourages us to participate

- National TYCA: Report on Research Initiative: no full assessment program at individual colleges; future focus: SLOs, Rubrics, Course Exits, Methods of Norming, Standard final exams graded by department as whole; Issue of portfolios and their value
- Advises not to use phrase “working conditions”; instead, use “teaching conditions”

4. Second VP—**Michael Dinielli**

- new letterhead for new board members
- see attached report; introduced Sean Stratton as new editor of i.e.
- basic skills initiative @ Chaffey: revitalized basic skills in 1993; second phase of student success initiative: two-week institute in 2008 to kick off student success center (reading, writing & counseling combo=success)
- mentioned he attended tech ed conference: new green tech: N Computing Inc.
- Arabic program growing at Chaffey
- “developmental student of today is our transfer student of tomorrow”

5. Secretary— **Chella Courington**

- Circulated college addresses to be updated & later suggested members enter them on the ECCTYC electronic site individually

6. Treasurer—**Gary Graupman**

- circulated Income & Expenses Fiscal Year 7/1/07-6/30/08; see attachment
- made \$2700 on ECCTYC Conference Fall 2007
- circulated proposed budget 2008-09
- circulated balance summary; see attachment
- circulated list of institutional memberships and payments received; see attachment

7. TYCA Rep—**Sterling Warner**  
see attached report

**III. ECCTYC REGIONAL CO-DIRECTORS’ REPORTS**

See attachment for full reports

Region I	Ramsey	Region VI	Lybarger-Monson
Region II	Thomas/Eagan	Region VII	McCabe
Region III	Banerjee	Region VIII	Evelt
Region IV	Peek	Region IX	Acquistapace
Region V	Shehorn/Enns	Region X	Yonker/Jendian

Warner moved that we approve all regional reports  
All approved

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#### IV. OTHER REPORTS

- 1) Adjunct Co-Director: **Lance Mejia**
  - taught as adjunct at 11 ccs & no office; norming is way of bringing adjuncts into fold
- 2) ECCTYC Historian: **Edith Conn**
  - historic material stored in lovely building @ Ventura
  - See Regional Reports attachment for full report
- 3) *inside english* Editor: **Sean Stratton**
  - still working out vision for i.e. (editorial board, advertising); hope for annual issue that may be longer & still reflect best practices approach there should be record of stipend for i.e. editor
  - Hurley moved & Warner seconded that we send Chaffey a thank-you for support of ECCTYC with release time for Sean Stratton
- 4) CSU English Council: **Michael Dinielli**
- 5) The ECCTYC Web Site: **Erik Fritz**
  - By any way of measuring, ECCTYC website is a “complete failure: not being used by the audience we want to use it as a resource”

#### V. LUNCH WITH CSU ENGLISH COUNCIL

Reconvened at 1:35 PM

#### VI. OLD BUSINESS

*inside english*: new editor, Sean Stratton, shoots for spring (March) 2009; discussion of what *i.e.* should include. Editorial board should select articles & poetry; issue raised: should we send *i.e.* to schools that haven't paid their institutional memberships? Warner mentioned perhaps we should form committee to look at benefits of individual membership as well as institutional memberships

Heidi Ramirez' report on conference evaluations: all are positive

#### VII. NEW BUSINESS

Chair for Conference 2009: Corinna Evett

Conference Site Committee: Sterling Warner, Corinna Evett, Susan Yonker, Michael Danielli

Kris Acquistapace appointed new Treasurer of the ECCTYC Board, effective April 18, 2008

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President's Newsletter: intent is to promote ECCTC in lieu of *i.e.*; see attachment  
Academic Senate Resolutions & Impacts Update by Jan Lombardi; see attachment

Warner moves that ECCTYC become actively involved with the BOGs  
Assessment Task Force on the Assessment Committee. Lombardi amends motion  
to include names that we would like to serve on committee: Heidi Ramirez,  
Sterling Warner, Micah Jendian, Jan Lombardi

Seconded by Jacqui Shehorn

“As the sole organization representing English instructors at California two-year  
colleges, ECCTYC believes that it should be part of the conversation on the  
Board of Governors' Assessment Task Force. Therefore, we recommend the  
following to serve on the committee: Sterling Warner, Heidi Ramirez, Micah  
Jendian, and Jan Lombardi.”

Heidi Ramirez' Basic Skills Initiative (BSI) Report: To Be Followed Up with  
Survey of How Monies Have Been Used

Ideas for Regional Meetings: Build on President's Suggested Questions: calls,  
drop-by visits, short presentations at departmental meetings, dinner meetings  
halfway

**Meeting was adjourned at 4:40 pm.**

**Friday, April 18, 2008**

## **VII. NEW BUSINESS (Cont'd)**

Meeting called to order at 8:40 am

**Fall Meeting:** San Diego: Bahia Hotel, Oct. 15-17

**Website Committee Report (Members: Corinna Evett, Erik Fritz, Susan  
Yonker, Gary Graupman):**

If problems arise, contact Erik Fritz directly. To share suggestions &  
brainstorming ideas, contact whole committee. Plan: 1. Initial survey of what  
members wants in terms of site 2. Erik will establish a hot button on the site for  
contacting the committee 3.If there are larger visions for website, please give  
feedback to the committee.

Gary Enns: “Now, we can link Newsletter to ECCTYC website & *i.e.* with  
comment boxes.”

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Heidi Ramirez: “Would we like member photos on the website?”

Gary Graupman: “Who would be interested in a digest version of messages?”

Ensuing discussion: using the digest from and how we can make that option available; how to use listserv for various intents.

### **BOGs Initiative**

Tom Hurley: “ It’s important to talk about articulation at high schools.”

Kris Acquistapace talks about CalPass program: [www.calpass.org](http://www.calpass.org)

Micah Jendian: CSU Placement, built program about what it means to be college ready; in lieu of what Jan Lombardi mentioned yesterday, Jendian asserts that we should take a more active role in determining policy on a state level; LACC is piloting the CSU placement test for their courses

Discussion over what the CSU program in the high schools means for cc instructors

Heidi Ramirez: voices support of the CSU approach for demonstrating academic integrity in the high school classroom

Tom Hurley’s response to CSU: “Disconnect with it is that those high school courses prepare students for the CSUs”

Jendian: “Nice for us to have statewide response to EAP (Early Assessment Program) response”

Michael Dinielli: “Connecting with high schools is important connection we make with the high school.... Remember: vocational education is part of our mission & connection to writing; 80% of Chaffey students are not going to universities.”

Outcomes for Report to CSU Meeting: benefits of expository reading & writing (ERWIG): links to high schools, common link for common readiness

### **Break for JOINT MEETING WITH CSU ENGLISH COUNCIL**

#### **VIII. New Business (continued)**

#### **IX. Motion to adjourn. Motion seconded and carried. Meeting adjourned at 12:00 pm.**

Reminder: Fall ECCTYC Board Meeting: San Diego: Bahia Hotel, Oct. 15-17, 2008