

Reading Meeting
MINUTES

Date: November 17, 2011 Time: 1:15pm

Rm.112

Present: Pat Bower, Ema Burman, Barbara Gonzales, Michelle Sampat, Larry Silva,

ITEM	DISCUSSION/ACTION	OUTCOME
<p>1. Minutes</p> <p>2. Learning Communities a. Finalize process for developing and allocating resources for Learning Communities</p>	<p>Note: Due to the discussions of the CCCS Task Force Recommendations we did not met as a READ committee in October, but as interested LAC Faculty action group</p> <p>1. Minutes Corrections were made to the minutes that consisted of typos and misspellings.</p> <p>2. Learning Communities a. Finalize process for developing and allocating resources for Learning Communities Discussed</p> <ul style="list-style-type: none"> ▪ bringing any ideas forward to the committee, generating ideas in committee; ▪ how we want adjuncts to participate; committee to determine adjunct participation committee approval what, when and who, criteria for determining resources, space, ability of adjunct; learning community behaviors, resources, and support ▪ consult IT to help use connect courses during the enrollment process, physical possibilities; <p>2.b. Larry added “b.” Meeting with English</p> <ul style="list-style-type: none"> ▪ From his conversation with Gary Enke, Larry thinks we should meet with English to discuss possible prerequisite for English 1C. Barbara suggested and we discussed 	<p>1. Minutes</p> <ul style="list-style-type: none"> ▪ Barbara will make the corrections and send the revised minutes via e-mail. <p>2. Learning Communities a. Finalize process for developing and allocating resources for Learning Communities</p> <ul style="list-style-type: none"> ▪ Maintain the integrity of the READ curriculum ▪ Clear points of what a learning community is; roles, responsibilities, expectations ▪ First option is Full Time ▪ Adjuncts must have our support and access to resources ▪ Bing ideas to committee or committee develop ideas ▪ Approval of the committee for all READ learning communities <p>b. Meeting with English</p> <ul style="list-style-type: none"> ▪ Larry will contact Gary to set up this initial brainstorming conversation meeting with English (target Winter)

<p>3. Recommended Qualifications for New READ Hires.</p>	<p>putting over until the next meeting so we could think and discuss about what the meeting might involve. Larry said what's to discuss, it's just a brainstorming. He suggested winter and not waiting.</p> <p>3. Recommended Qualifications for New READ hires. We reviewed our qualifications list from September which we were creating for part-timers. We focused these qualifications on the context of the "New fulltime hire" we have requested.</p>	<p>3. Recommended qualification</p> <ul style="list-style-type: none"> ▪ Classroom Experience in Teaching Adults ▪ Familiarity with Developmental Education ▪ Familiarity with Student Learning Outcomes/ Grading ▪ Understanding of Reading's place on a college campus ▪ (Understanding of) Integration of Technology with curriculum Or (able to integrate technology with curriculum) <p>We will review again next meeting</p>
<p>4. SLOs allocating resources for</p>	<p>4. SLOs</p> <p>4.a. Review SLOs</p> <ol style="list-style-type: none"> i. READ Vocabulary SLO . Our first go round was not successful so we will rewrite new READ SLOs ii. Department Motivation SLO. Waiting to get word on what to do with them from committee chairs <p>4b. Developing new READ SLOs</p> <ul style="list-style-type: none"> ▪ We reviewed our SLOs from our May 2011 meeting Pat bring information from her notes that included the following; ▪ SLO target Vocabulary we want to know if students can strategically use vocabulary acquisition process for a given text, ▪ How do we measure intentional use of discipline appropriate vocabulary strategies ▪ Pat and Michelle wrote one for READ 90 that says, " 60% of students completing READ 90 will be able to explain vocabulary strategy choice for the 	<p>4. SLOs</p> <p>4.b. We determined the following</p> <ul style="list-style-type: none"> ▪ Barbara, Ema, Michelle to work on READ 70 ▪ Pat to e-mail SLO draft ▪ All to work on in Winter session if possible ▪ Goal is to have everything in place at the end of Spring including rubrics ▪ To be administered in Fall 2012 ▪ Texts we might use

<p>5. Planning for Dec. 9th meeting with Meghan</p> <p>6. Strengthening our Program</p> <p>6a. Update Online Information for all READ courses</p>	<p>discipline as measured by a rubric created by faculty at 'meets standards' for all areas measured"</p> <ul style="list-style-type: none"> ▪ Rubric need to note areas to be covered and degree to which the areas are covered <p>5. Planning for Dec. 9th meeting with Meghan</p> <ul style="list-style-type: none"> ▪ Larry brought to the faculty that President Scroggins had suggested at a LC/Bridge meeting that we need to do some PR work for our department as there is a stigma attached to us so Larry suggested we invite Meghan to a meeting so we can get her take on how we might proceed with the issue of extending LC? Bridge and PR for LAC. Meghan responded with a suggestion that we meet on Dec. 9th and include the library in that meeting. We discussed what should be covered, and what had been discussed at the faculty meeting. <p>6. Strengthening our Program</p> <p>6.a Update Online Information for all READ courses</p> <p>.Ema and Michelle brought forward that they had seen some inaccuracies of materials around the rooms and as they were evaluating adjunct. They felt that part of the problem was inaccuracy of the web information. We all acknowledge that these should have been taken down and replaced a while ago. Barbara voiced her agreement but also her concerns that it is not just information that might be the problem as the two instructors in question have had multiple opportunities and face time with knowledgeable others, the new CORs, caution that the web is not current and time in visiting WEB CMS for the most up to date information. We also discussed the fact that some are not meeting class time standards as set by our contract and sent around by our VP (break times)</p>	<p>READ 100 = Essay READ 90 =Textbooks, Art History, science READ 80 = Newsweek or other magazine article READ 70 = Short stories</p> <p>5 Planning for Dec. 9th meeting with Meghan. Meeting to cover the following.</p> <ul style="list-style-type: none"> ▪ Address Scroggins' approach to us and his perception of us ▪ How to navigate the issues and the process presented by Task Force Recommendations ▪ Brainstorm next steps include innovations, thinking outside the box <p>6. Strengthen our Program</p> <p>6a.Update Online Information for all READ Courses</p> <ul style="list-style-type: none"> ▪ Current CORs will be taken off the webpage as they are not accurate. Ema will remove the old and add the new CORs for all of our courses ▪ We will continue to work with and encourage and support adjunct and each other to sharpen our courses
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<p>7. Build next month's agenda</p>	<p>Items 6b, 6c,6d, 6e and 6f were not discussed as we ran out of time. Michelle said somewhere that possible we need to remove the New Read course from discussion as they were cutting classes. Larry mentioned that he wanted to work on the New Read (item 6f) course over the Winter Break.</p> <p>7. Build next month's agenda</p>	<p>7. Build next meeting agenda For March 2012 will have the following items</p> <ul style="list-style-type: none"> ▪ Revisit hiring preferred qualification ▪ SLOs ▪ Strengthening our Program <ol style="list-style-type: none"> 1. READ 70 2. READ 80 3. Online READ 90 4. READ 100 into Gen Ed
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Next meeting: Not sure but several Winter Session Meetings have been proposed.**-----*