



**Developmental Reading/Writing Cluster Minutes**  
**August 19, 2015**  
**Lake Worth Campus**

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**ITEM 1.      Phased Writing Assignment**

Discussion:    Lyam Christopher said the LW writing assignments were part of the professional learning group created with several faculty members. Carrie Thompson created a three-phase writing assignment for her students. The assignments required collaboration between the classroom, labs, and LLRC. The purpose was to guide students through the entire writing process. Professor Thompson was pleased with the results.

The three phases were

1.    See library personnel for LLRC introduction and assistance with research
2.    Meet with SLC Reading Lab tutors for help developing thesis statement.
3.    Write a reaction paper utilizing research for support. Meet with tutors once again for help revising papers.

Data/data source: (where appropriate)

Action:            The phased writing assignment focuses on the writing PROCESS and has helped students produce effective essays. The cluster supported this new initiative. .

**ITEM 2.      ENC0017 Textbook.**

Discussion:    Florence Bennett asked about textbooks. We are still using the Bedford Handbook and Reflections for adjuncts. Full time faculty can choose their own books.

Data/data source: (where appropriate)

Action:            No change will be made at this time.

**ITEM 3.      ENC0017 Final Exam.**

Discussion:    All faculty require students to write an essay for the final. Essay prompts are based on class discussions/topics covered throughout the term. Faculty and staff will share some ideas for prompts with cluster members.

In addition to the essay, most full time faculty are administering an objective grammar and reading final. Grammar is still covered in ENC0017; however, writing is the primary focus of the course.

Data/data source: (where appropriate)

Action:

**Attendance:**

Rita Alonso-Sheldon

Lyam Christopher

Maria Garcia-Landry

Valerie Lazzara

Gladys Montalvo

Florence Bennett

Karen Reardon

Submitted by:

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Rita Alonso-Sheldon, Scribe

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