

**El Camino College Humanities Division
Pre-Transfer Composition Committee
Minutes
April 30, 2013
1:00-2:00 p.m., H206**

In attendance:

J. Annick	X	M. Ansite	X	S. Blake	X	D. Breckheimer	X
B. Budrovich	X	S. Corbin		R. Ketai	X	S. Merz	X
B. Peppard	X	S. Schwartz					

REFERENCE MATERIALS (Packet)

- Current Approved Eng A SLO and Rubric
- Sample Rubrics
- Representative Capstone Essays

SLO ASSESSMENT CRITERIA FOR CAPSTONE ESSAY CONSISTENCY

- Length: 3-4 pages, not including Works Cited
- Sources: Direct quotations from at least 2 sources
- Essay Format: Typed, MLA
- Submit to Turnitin.com for originality check and SLO documentation

REVISED SLO STATEMENT:

Write a 3-4 page multi-paragraph expository essay that relates to a text discussed in class. The essay should include an introductory paragraph with a thesis, body paragraphs with topic sentences and supporting details, and a concluding paragraph. Supporting details should include direct quotations from at least two sources. The essay should use basic rules of grammar, spelling, usage, and punctuation so that the writer's ideas are clear. Essays should be typed and follow the rules of MLA style for heading, title, running header, indentation, in-text citation, and Works Cited page.

SLO RUBRIC REVISION

- **Completed - Levels of Proficiency: College Ready, Not College Ready**
- **In Progress**
 - Categories
 - Descriptors

CARRY OVER AGENDA ITEM: Complete Rubric Revision before May English Department meeting.

NEXT MEETING: TBA

TO DO LIST:

- Committee members provide feedback via email to rough draft of revised rubric or submit an alternative version.