

COLLEGE READING AND LEARNING ASSOCIATION

BOARD CONFERENCE CALL

Friday, June 20, 1997

SUMMARY OF MINUTES

Members on-line: Vincent Orlando, *President*; Kathy Carpenter, *President-Elect*; Patricia Mulcahy-Ernt, *Past-President*; Sylvia Mioduski, *Treasurer*; Rosalind Lee, *Secretary*.

The meeting was called to order at 8:03 a.m. PDT.

1. Agenda Approved

The agenda was approved.

2. Minutes Approved

The minutes of the April 24, 1997 conference call were formally approved.

3. Mailing Service

It was moved that **Neighborhood Data and Mail of Denver, CO** be approved as the CRLA mailing service. This company will receive all general CRLA mail and will manage the membership database. Conference registrations will continue to go to the conference site. The transition of services to this company will occur over the summer. Details will be outlined in the President's column of the next issue of the *Newsletter*.

4. Web Sites

It was moved that \$300 be added to the conference budget for maintenance of the conference web site and \$300 be added to the operating budget for maintenance of the regular web site. The conference web site (<http://www.mscd.edu/~crla>) will be supervised by Vince. This site has information on past conferences in addition to the 1997 Sacramento conference. This gives people not familiar with our conferences some perspective of our annual meetings.

Vince will speak to Lucy Macdonald to see if she wishes to continue supervising the regular web site (www.chemek.cc.or.us/crla).

5. Long-Term Goals for CRLA

Karen Smith, Becky Johnen and Pat will spend time in July creating a draft document regarding long-range goals for CRLA and their implementation. Board members will receive this document at the next board meeting and make suggestions. The document will be presented to members in Sacramento at a plenary session and at a concurrent session for input and feedback.

6. Exhibits Chair

Donna Wood and Susan Halter have submitted applications for this position. Carol Wills will also submit an application. Kathy has developed a scheme whereby sponsors have the opportunity to support the conference in a variety of ways from hosting a booth to a meal function.

7. 1997 Sacramento Conference Budget

The budget for the 1997 Sacramento Conference was approved. The projected income is \$64,650 and estimated expenses are \$47,650. This yields a projected net profit of \$17,000.

8. 1997-1998 Operating Budget

The operating budget for 1997-1998 was approved. In addition to earlier revisions, the following will be incorporated: \$250 will be added for materials for the leadership workshop and the advertising budget for the *JCRL* will be increased by \$2000. Sylvia will send a copy of the full budget to each board member and send to other officers the section which pertains to them.

9. **Awards**

To advertise the awards and scholarships CRLA offers its members, Valerie Smith Stephens has written an article for the *Newsletter*. It was suggested she also promote the recipients during the conference and on LRNASST to encourage more members to apply for these awards.

10. ***Journal of College Reading and Learning***

Cheryl Mott has resigned as Executive Editor. **Maureen Hewlett**, of British Columbia, will assume the duties of this position. The position has been re-named Managing Editor.

A report detailing the process, timelines and number of manuscripts handled by the *JCRL* Editorial Advisory Board in the last few months was submitted.

11. **Learning Center Monograph**

Karen Smith and Frank Christ are editing the document created by the Learning Assistance Center Task Force headed by Carolyn Smith. The final work will be a monograph CRLA sells as it does the *Tutor Training Handbook*.

12. **CAS Representative**

Becky Johnen will represent CRLA on the Council for the Advancement of Standards in Higher Education (CAS), replacing Martha Maxwell.

13. **National Tutoring Association (NTA)**

There is some concern that the NTA is planning to initiate a tutor certification program. This could duplicate our program and confuse tutor training professionals. Vince has contacted Jack Truschel about possible overlap between what NTA was discussing and what CRLA is doing. Gladys Shaw has also been in contact with Jack and Kathy Nuse. Jack indicated that NTA would be careful not to duplicate CRLA's efforts.

14. **Conference Portfolio**

Vince continues to update the package used by presidents-elect in planning their conference.

15. **1997 Sacramento Conference**

Kathy continues to work hard preparing the conference. A second "Sneak Preview" will be mailed soon. The Call to Conference is scheduled to be mailed by July 15. She gave special credit to Pat Jonason for her contributions.

Walter Pauk will be presented with a special award from CRLA at the luncheon during the Sacramento conference.

16. **1998 Salt Lake City Conference**

Mike O'Hear has developed the logo for this conference around Delicate Arch in Utah. **John Gardner**, expert in the freshman year experience, will give the keynote address and a follow-up session.

17. **States and Regions**

Pat complimented the California chapter on the program description she received. It supplemented their video conference on web-based instruction held recently.

Pat will attend the joint conference of OADE and the Ohio River Valley region in November. She will present a session "Expanding professional horizons through CRLA" and an academic session.

Vince will represent the board at the Texas state conference in the fall.

18. Next Conference Call

The next conference call will be Thursday, September 4 at 11:30 a.m. PDT.

The meeting adjourned at 9:50 a.m. PDT.

BOARD CONFERENCE CALL
Friday, June 20, 1997

List of Attachments to the Minutes

- A. Agenda
- B. Cost Estimate for Neighborhood Data & Mail bid
- C. Letter from Awards and Scholarship Chair, Valerie Smith Stephens
- D. Letter of Resignation from Cheryl Mott of *JCRL*
- E. Application from Maureen Hewlett for Managing Editor, *JCRL*
- F. Note from Becky Johnen on being CAS Representative
- G. Letter from Gladys Shaw, ITCP Coordinator, to Kathy Nuse and Jack Truschel of the National Tutoring Association
- H. Logo for CRLA's 31 Annual Conference in Salt Lake City, 1998
- I. Letter of invitation to John Gardner to keynote at the 1998 Salt Lake City Conference
- J. Report on *JCRL* Manuscript Handling for the Spring 1997 Issue
- K. Program Description on "Web-Based Instruction," session hosted by the California chapter
- L. Note on SIG co-coordinator arrangement

JUN 20 1997

Attachment A

2 pages

From orlandov@mscd.edu Thu Jun 19 16:44:17 1997
Date: Wed, 18 Jun 1997 08:06:04 -0600 (MDT)
From: vince orlando <orlandov@mscd.edu>
To: rosalind@Kwantlen.BC.CA, mioduski@ccit.arizona.edu,
carpenterk@platte.unk.edu, mulcahyp@cse.bridgeport.edu
Subject: Meeting June 20

Phone info for the call, meeting starting at 9.00 mountain daylight time, 11.00 eastern daylight: Call in number 303-633-6154. In case of trouble the US WEST number is 800-263-3863, our reservation number is 2879751; and my secretary's number is 303-556-2995.

Below is the agenda for the meeting. I'll be faxing attachments for various items on Wednesday. Getting through the mailing service and budget is of course a high priority for our meeting.

I'd like us to discuss providing money to maintain both web sites, about 300 each totaling \$600. I'd like to also seek approval to place some pressure on Lucy to give up the CRLA site. Also, I received notes from two people interested in the CRLA exhibits chair-Donna Wood, and Susan Halter; however Kathy has done some great things with this issue for her conference and I'd like to hear her perspective on this one. I have also spoken with the new NTA president-see Gladys's letter-and he claims that they will not step on our toes. The conference portfolio is a report on my efforts to update Becky's work. I should have something done by September. Becky has also agreed to be our CAS representative if we approve her.

AGENDA FOR THE CRLA CONFERENCE CALL FRIDAY JUNE 20, 1997

1. Approval of the Agenda.
2. Minutes (Formal approval of April 24th minutes)
3. Old Business
 - a) Mailing Service
 - b) WEB Sites-CRLA and Conference
 - c) Goals for CRLA
 - d) Exhibits Chair
 - e) WEB Sites-CRLA and Conference
 - f) Operating Budget
 - g) Conference Budget
4. New Business
 - a) Awards
 - b) Managing Editor JCRL
 - c) Learning Center Monograph
 - d) CAS representative
 - e) NTA/Tutor Certification

5. Updates

- a) Conference Portfolio

- Pat, I still need a copy of the NTA/KS budget request for the minutes.

- b) Sacramento Update
 - c) Salt Lake Update
 - d) JCRL Report
 - e) States and Regions
 - f) SIGS
6. Next Conference Call
7. Other



2121 S. Oncida Street • Suite 434
Denver, CO • 80224-2553
(303) 757-7212 • FAX 757-6404

Quote for Mailing Services

2/24/97

Client: College Reading & Learning Association
P.O. Box 173362
Denver CO 80217

Phone 556-3057
Fax 556-5390

Attention: Vincent Orlando

Job Description: CRLA Database & Mailings

What does "bulk mail stamp" mean? → CRLA/US how to convert?

Database Management	
Initial Conversion & Set-Up - \$75.00	75
New Entries - 50¢ each 400	200
Updates & Deletions - 20¢ each 1,000	200
Single Data Entries (Dues Paid, etc.) 12.5¢ each 1,600	125
List report mailed to Secretary - \$10.00 per month	120
Label Sets & Mailing Services <i>Postage \$3.00 x 120 =</i>	36
Add Bar Codes to records - 4¢ each	160
Labels sets - 3¢ per label <i>1200 x 5 / 180 x 40</i>	540 / 720
Affix Labels - 2¢ per label	
Process List for CASS report - \$15.00 per mailing	60
Bulk Mail - \$15.00 per mailing	
Forwarding Labels Sets - \$2.50 plus postage	137.00
<i>\$3,000 x .55</i> TOTAL	2372

*15 Complete sets
40 partial sets
x 180*

Authorization: Price is valid for 30 days from date above. To accept this quote and authorize Neighborhood Data & Mail to process your order, please sign and return via FAX or mail.

Note: For VISA or Master Card payment, please fill in as needed. Thank you.

Please circle the logo for the card you are using



Name as it appears on your card (Please Print)

Card Number _____

Exp. Date _____

Signature _____



2121 S. Oneida Street • Suite 434
Denver, CO • 80224-2553
(303) 757-7212 • FAX 757-6404

Quote for Mailing Services

2/24/97

Client: College Reading & Learning Association
P.O. Box 173362
Denver CO 80217

Phone 556-3057
Fax 556-5390

Attention: Vincent Orlando

Job Description: CRLA Address & Mail Forwarding

Mailing Address and Mail Forwarding	
CRLA Mailing Address - \$10.00 per month	120
Mail Forwarding each week - \$15.00 per week	
plus postage $8.15 \times 52 = 780$	780
$3.00 \times 52 = 156$	156
Membership Confirmation Letter & Membership Card 1800	376
Two versions - Renewal & New Member	
28¢ each plus postage 32×1200	384
Page 2 Subtotal	1776
Page 1 Subtotal	2372
TOTAL	4148

Authorization: Price is valid for 30 days from date above. To accept this quote and authorize Neighborhood Data & Mail to process your order, please sign and return via FAX or mail.

Note: For VISA or Master Card payment, please fill in as needed. Thank you.

Please circle the logo for the card you are using



Name as it appears on your card (Please Print)

Card Number _____

Signature _____

Exp. Date _____



CRLA Board Meeting

Conference Call

JUN 20 1997

Attachment C 1 page

READING • LEARNING ASSISTANCE • DEVELOPMENTAL EDUCATION • TUTORIAL SERVICES

May 6, 1997

Ms. Pat Jonason
SIG Coordinator
Johnson County Community College
12345 College Blvd.
Overland Park, KS
66210-1299

Dear Pat:

My name is Valerie Smith Stephens and I am the Awards and Scholarships Chair of the College Reading and Learning Association. Since I am new to this position, I need your assistance in encouraging members of your Special Interest Groups to apply for the CRLA scholarships. I have received very few applications for these scholarships and awards. If you need application forms I will be happy to send them.

To summarize the scholarship and awards program, CRLA offers these scholarships:

1. \$500 Scholarship Award. Applicants do not have to be full-time students but must be members of CRLA and planning on registering for a minimum of nine credit hours during the calendar year. Demonstration of registration in a degree-program is required.
2. \$500 Research Assistance Award. This award is given to support significant research in the areas of post-secondary reading, learning assistance, developmental education, or tutorial services. Studies may be quantitative or qualitative in nature.
3. \$100 Distinguished Research Award. This award consists of an honorarium and a plaque given in recognition of a significant research article. The article must have been published within two years of the deadline for nominations.

All scholarships and awards are available to CRLA members only. The deadline for applications and nominations is August 15, 1997.

Thank you in advance for your cooperation.

Sincerely yours,

A handwritten signature in cursive script, appearing to read 'Valerie Smith Stephens', is written over the typed name.

Valerie Smith Stephens
Awards and Scholarship Chair

cc: Ms. Patti Dozen, Co-Coordinator of SIGs
✓ Dr. Vince Orlando, President, CRLA
Dr. Kathy Carpenter, President-Elect
Dr. Karen Smith, Archivist

From csmott@pop3.dcc.edu%MSCD-SCOPS@Bansrvr3.mscd.edu Wed Jun 25 12:14:10 1997
Date: Thu, 01 May 1997 09:20:44 -0600 (MDT)
From: csmott <csmott@pop3.dcc.edu%MSCD-SCOPS@Bansrvr3.mscd.edu>
To: rosalind@Kwantlen.BC.CA, mioduski@ccit.arizona.edu,
carpenterk@platte.unk.edu, mulcahyp@cse.bridgeport.edu
Subject: Re: Journal
Resent-Date: Tue, 29 Apr 1997 23:11:51 +0000 (GMT)
Resent-From: orlandov@mscd.edu (vince orlando)

CRLA Board Meeting
Conference Call
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Attachment *D*
1 page

Forwarded to: smtp[rosalind@kwantlen.bc.ca]
smtp[mioduski@ccit.arizona.edu]
smtp[carpenterk@platte.unk.edu]
smtp[mulcahyp@cse.bridgeport.edu]

cc:

Comments by: Vince Orlando@RDG@MSCD-SCOPS
Comments:

Below is a message I received from Cheryl Mott. You should be aware that she has had problems getting the Journal out because of problems at her school, and Jim and she agreed that it would be better if she stepped aside and let Jim find someone else to be managing editor.

v

----- [Original Message] -----

Vince,

It was ego crushing, but I've agreed with Jim that I should give up my position as Managing Editor (formerly Executive Editor) of JCRL.

Jim has a colleague who can immediately fill the position and conform to his production schedule (mine would have put us behind at least a few more weeks--at best).

I highly recommend that you support him in this decision. Jim has a strong, carefully worked out vision for the journal, and I'm sure you and the entire organization will be pleased with the results.

Cheryl Mott

On Wed, 30 Apr 1997, vince orlando wrote:

> Need to talk to you about the Journal. I've received messages from Jim and
> I'm concerned about where we're at with getting this edition out, etc. If
> you could give me a time, I'll call you when you're available.
>
> Thanks
>
> v
>

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Attachment E
1 page

Maureen G. Hewlett
RR #3, Site 22, Comp. 6
Prince George, BC
V2N 2J9

Wednesday, May 14, 1997

Jim Bell, Editor
Journal of College Reading and Learning
University of Northern British Columbia
Prince George, BC

Dear Jim,

Re: Managing Editor Position
Journal of College Reading and Learning

I would like to be considered for the two year Managing Editor position you have available for the Journal of College Reading and Learning.

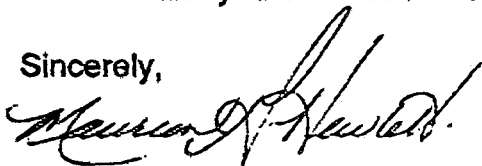
For the past two years I have been employed as a study skills tutor in the Learning Skills Centre at the University of Northern British Columbia. Exposure to the research literature on study skills tutoring, memory and learning, and related areas, has helped me develop an appreciation for the publications in those fields. As a result, I would like to participate in the dissemination of information on reading and learning.

Prior to beginning my university training in psychology I was a licensed financial advisor. This career, and my secretarial background, will be an asset in the Managing Editor position as I have experience in marketing and record keeping. I have also developed good time management and organizational skills which are very important when deadlines are to be successfully met.

I am currently completing my thesis research for the master's program in psychology here at the University of Northern British Columbia. I can be reached at my campus phone extension 960-6061. 250

Thank you in advance for your time and consideration.

Sincerely,



Maureen G. Hewlett

CRLA Board Meeting
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Attachment F
1 page

To: <orlandov@mscd.edu>
Cc:
Bcc:
From: BJOHNEN@NCCVAX.WVNET.EDU
Subject: Re: Hi Becky
Date: Monday, June 16, 1997 6:21:12 MDT
Attach:
Certify: N
Priority: Normal
Defer until:
Expires:
Forwarded by:

I would be honored to replace Martha on CAS for CRLA. Just keep me posted on meeting dates, etc. Pat has been in touch with me and she, I, and Karen Smith are scheduled to meet at my Lebanon, PA home July 20-22 to work on the group's strategic plan. Looking forward to that! Sounds as if you have had a busy and productive year as president. Yeah! Have a good meeting and just keep me posted on CAS-related stuff. Thanks. Becky



**College
Reading &
Learning
Association**

CRLA Board Meeting

Conference Call

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Attachment

2 pages

READING • LEARNING ASSISTANCE • DEVELOPMENTAL EDUCATION • TUTORIAL SERVICES

May 16, 1997

TO: Kathy Nuse and Dr. Jack Truschel
National Tutoring Association
East Stroudsburg University
East Stroudsburg, PA 18301

FROM: Gladys R. Shaw, Co-chair, International Tutor Certification Committee

SUBJECT: National Tutoring Association Tutor Certification Program

Apparently CRLA and NTA have several members in common. This memo is being directed to you because I was told by some of them about the NTA goal I address below.

Subsequent to your recent annual conference, several people have contacted me expressing concern about NTA's goal of developing a tutor certification and a tutor program certificate accreditation program. The concern expressed, and certainly one I have, are the implications for the profession of Developmental Education if every organization develops its own standards in various areas. Also, it seems contradictory to NTA's representation on the task force working on forming an inter-organizational council to address the common concerns of our various organizations in learning assistance and developmental education on a national international level.

As you may know CRLA's International Tutor Certification program is based on several years of input, analysis, and evaluation from professionals across the nation; it is not just a program implemented by a group of CRLA members. It has also been endorsed by NTA, NADE, and commission XVI of ACPA. In short, it is a program for the profession developed by practitioners across the nation and in Canada; CRLA was only the driving force and administrator, just as NADE has been on the Self-Assessment Guides. If, indeed, a council is organized for the whole profession, it is possible these programs may be placed in that governing structure. It is certainly the intent that future such initiatives affecting the whole profession would come under the auspices of the council.

If NTA is actually planning to develop a tutor certification and a tutor program certificate accreditation, I would encourage you to consider collaborating on the existing certification program and the council development instead. The Council is in its developmental stages and input is welcome. The Tutor Certification Program is a program subject to revision as professionals give us feedback. In fact, I am in the process of collecting information from programs that are recertifying and the evaluators regarding concerns and needed revisions. Ideas from you and your NTA colleagues would be warmly welcomed.

In any case, I will very much appreciate hearing from you regarding this issue, and I look forward to a cooperative, professional endeavor to improve tutor training and certification. If I have mis-directed this memo, I will appreciate your forwarding it to your executive board for consideration.

c: Dr. Hunter Boylan, Chair, Council Task Force
Dr. Vincent Orlando, President, CRLA



31st Annual Conference



Salt Lake City, Utah

Salt Lake Hilton Hotel

November 4th - 7th, 1998

For Information Contact:

Mike O'Hear

Indiana University - Purdue University Fort Wayne

Fort Wayne, IN 46805

219-481-6817

ohear@cvax.ipfw.indiana.edu



CRLA Board Meeting

Conference Call

JUN 20 1997

Attachment I

2 pages

READING • LEARNING ASSISTANCE • DEVELOPMENTAL EDUCATION • TUTORIAL SERVICES

May 6, 1997

Dr. John N. Gardner
212 Rose Lake Drive
Lexington, SC 29072

Dear Dr. Gardner:

In behalf of the College Reading and Learning Association, I am delighted to invite you to deliver the opening keynote address and to conduct a follow up session at the 1998 CRLA Annual Conference, which will be held November 4-7 at the Hilton in Salt Lake City, Utah. The conference theme will be "Two Steps to 2000: Today's Successes, Tomorrow's Challenges."

This invitation is extended to you because of your international reputation and expertise as an author, public speaker, consultant, and scholar of the American freshman year/students in transition reform movement. We recognize that your personal knowledge and ability to address your subject are unique to American higher education, and we look forward to having you with us.

As we had discussed on the phone, since you will be an invited speaker, the College Reading and Learning Association will pay for all your conference travel expenses, meals, lodging, and registration fees, plus an honorarium of \$1500. Although it is not required that you do so, we do hope that you will be able to participate in the full conference, especially since CRLA members typically enjoy the informality of small group follow-up discussions that run throughout our conference.

The keynote address is usually a 30 to 45 minute presentation during the First General Session, which is attended by approximately five hundred people. During the 1998 Conference it will be scheduled for Thursday, November 5. The topic for the address is one of your own choice; I'd be happy to discuss some ideas with you if you'd like some feedback about topics that would be of interest to the CRLA membership. Although the membership is quite diverse, the common thread that links us together is an interest in college developmental education, particularly in the delivery of programs for students who are academically underprepared to meet the demands of college-level courses.

CRLA is a member of CAS (Council for the Advancement of Standards in Higher Education)

We would also like to publish your keynote address in our journal, the Journal of College Reading and Learning. If you submit a copy of this address (approximately 15 pages, APA style) by November 30, 1998, we will be able to include it in the journal edition following the conference.

I am attaching my card with my school address, phone numbers, and e-mail address. I will be back in touch next spring as we get closer to the conference date.

Sincerely,

A handwritten signature in cursive script, reading "Michael F. O'Hear".

Michael F. O'Hear
President-Elect (1997-1998)

cc: Vincent Orlando, CRLA President
Kathy Carpenter, President Elect (1996-1997)

Report on JCRL manuscript handling for the Spring 1997 issue.

The goal of the Journal of College Reading and Learning's new editorial team is to elicit more and better manuscripts. To this end the team has implemented a strategy of efficient processing of manuscripts and favorable treatment of authors. The JCRL received a total of thirty-one manuscript submissions for the spring 1997 issue. For these manuscripts, the rate of acceptance was thirty-five percent, which breaks down as follows:

accept:	0
accept with revisions:	11
revise and resubmit:	5
reject:	15

The objective of better treatment of authors includes behaviors such as keeping the author informed of the article's progress, and rapid passage of the manuscript through the three stages of the review and decision process. The goal for step one, the notification of manuscript receipt, is to notify the author the same week the manuscript arrives. In the case of the spring issue, the actual amount of time to notify author of receipt of manuscript was:

same day :	21
two to four days:	8
five to seven days:	2

At the same time as the author is notified of the manuscript's arrival, copies of the manuscript are sent out for review, with the request that the reviews be returned within two months. For the most part, this goal has been met, although some reviews were never received. The time for all reviewers to review (from receipt of manuscript) was:

more than two months:	1
one to two months:	16
less than one month:	9

Once the reviews are in, a decision on the article's suitability to the JCRL is made and the author is notified of the decision. The total turn-around time (received → author notified of decision) for JCRL articles was:

more than two months:	2
one to two months:	19
less than one month:	10

Compiled by Shannon Whissell, JCRL Editorial Assistant

CALIFORNIA STATE CHAPTER
COLLEGE READING AND LEARNING ASSOCIATION
PRESENTS

**A VIDEOCONFERENCE ON
WEB-BASED INSTRUCTION**

SPONSORED BY
PACIFIC BELL EDUCATION FIRST PROGRAM

HOST SITES
WEST VALLEY COLLEGE
LOS ANGELES HARBOR COLLEGE
SAN DIEGO STATE UNIVERSITY

AGENDA

Friday, April 18, 1997

9:30-2:30 p.m.

- 9:30 **REGISTRATION**
- 10:00 **WELCOME** Shirley Sloan - President California State Chapter
 College Reading and Learning Association
 Dr. Joe Samuels , Dean of Instruction
 West Valley College
- BUSINESS** Marian Wronsky - Membership/Budget
 Tom Dayton - CRLA Conference 1997
 Shirley Sloan - Nominations
 Acknowledgments
 Bonnie Easley Los Angeles Harbor College
 Jodi Reed San Diego State University
 Carolyn Lewis West Valley College
 Karen Lim President-Elect, State Chapter-CRLA
 Vivian Goldsmith Pacific Bell Education First Program
- 10:20 **CONFERENCE PROCEDURES/SPEAKER**
- Tom March - **"The Web for Educators: Resources for
 Making the Most of the Web"**
- 11:00 **PANEL DISCUSSION**
- "Hows and Whys of On-Line and Computer Learning"**
 Ann Roberts - Mission College
 Rosemary Arca - Foothill College
 Carol Pottorff - American River College
 John Tagg- Palomar College
 Don Ritchie, Bob Hoffman-San Diego State University
- 12:15 **LUNCH**
- 1:15 **HANDS-ON WORKSHOP**
- "Creating Web Learning Activities"**
 West Valley - Mary Lasica, Deena Aerenon
 Applied Arts and Science Building, Tech Center
 Room TC-B
 Los Angeles Harbor College-Tom Holland
 San Diego State University-Jodi Reed
- 2:30 **END OF CONFERENCE**

CONFERENCE PARTICIPANTS

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pottorc@wserver.arc.losrios.cc.ca.us

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John Tagg
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619 744 1150
jtagg@eb.com

Marian Wronsky
De Anza College
855A Brookline Drive
Sunnyvale CA 94087
mew3707@mercury.fhda.edu

Techtalk: Professional Development through the WWW

By David C. Caverly and Bill Broderick

Several years ago, we (Caverly & Broderick, 1993) introduced the Internet as a means of continued professional growth. Through the use of e-mail and gophers, the Internet is a place where the intellectual charge we get from professional conferences and/or graduate school can be generated year round. Since then, the Internet has become easier to use through the implementation of a point and click navigation system called the World Wide Web (WWW). With the free dissemination to educators of *Netscape Navigator 3.0* emerging only two years ago and *Internet Explorer 3.0* last year, we have been able to surf through resources on literally millions of computers world wide. Recently, developmental educators have begun to collect these wanderings into webpage collections of useful sites.

To expand the development of our National Association for Developmental Education (NADE) Technology SPIN (Special Interest group) webpage, we decided to create a webpage listing those useful sites specific to the professional development of developmental educators and developmental students. However, at least two sites already exist where many of these resources can be found. These are located at the College Reading & Learning Association (CRLA) homepage created by Lucy MacDonald and at the Whole Language Developmental Education *Webliography* created by Dave. We decided to link our NADE Technology SPIN page to these pages, rather than reinventing the wheel. In this column, we use the *Webliography* as an exemplar of the two sites as we showcase examples of professional development resources organized into categories including: Professional Organizations, Research, Learning Centers, On-Line Writing Labs, Distance Education, and Student Development webpages. In the next column, we will review those WWW sites helpful to our students.

Professional Organizations

Most professional organizations focused on developmental education have created webpages. If you go to the *Webliography*, there are links to homepages for comprehensive organizations like the College Reading & Learning Association (CRLA) and the National Association for Developmental Education (NADE). (These and the other web addresses we refer to are underlined and listed at the end.) In addition, professional resources in reading are available through professional organizations like the International Reading Association (IRA) or the National Reading Conference (NRC). Similarly, there are professional organization webpages for English instruction through the National Council of Teachers of English (NCTE) and Conference on College Composition and Communication (CCCC), as well as webpages for math instruction through the National Council of Teachers of Mathematics (NCTM). These professional organizations' webpages provide information on how to join the organization, receive conference announcements and calls for papers, as well as order publications available through the organization.

Research Dissemination

Researchers are beginning to make their work available on the web through discussion groups, publication of their papers in electronic

journals, or their university's site. The *Webliography* has organized these research publications into areas of General Research, Reading Instruction, Hypertexts, Writing Instruction, Math Instruction, English as a Second Language, Support Services, and Technology. For example, under the General Research category you can find links to papers like *Practical Approaches to Instructional Technology*, abstracts from the ERIC Clearinghouses like *Fostering Cognitive Development in College Students*, or publications from the U.S. Department of Education like *Remedial Education in Higher Education Institutions-1995*.

Under the Reading Instruction category you will find articles like *College Developmental Reading* or *Vygotsky Readings List*. There are theoretical papers under Hypertexts (*Hyper/Text/Theory*) as well as hypertext samples (*On-Line Books Page*). Writing Instruction offers, for example, papers on assessing composition (*Writing Assessment at the College Level*) and the results of a survey of writing centers at community colleges (*Community College Writing Centers*). Remedial Math Instruction is discussed in *Calculus Remediation using Databases* and *Most Common Mistakes in College Math*. Developmental education for English as a Second Language (ESL) students is presented in *Mathematics and the ESL Student* and a nice collection of ESL resources is provided at the *ESL Virtual Catalog*. Under the Support Services heading, you will find a survey (*Survey of Support Services*). Finally, within the Technology heading there are papers on how to use technology in a learning support center (*Technology and the Learning Assistance Center*) and an excellent collection of papers (*Instructional Technology Connections*).

Other research resources on the *Webliography* are links to professional journals, many of which are available electronically (see *Argus* for a list); academic discussion groups (*Directory of Scholarly and Professional E-Conferences*); on-line reference libraries (*On-Line Library Catalogs*); as well as electronic periodicals (*On-line Newspapers*). Abstracts of professional education journals can be found at *ERIC* and research librarians will help you with your research at the *AskERIC Homepage*.

Another treasure trove on the WWW is the technology resources. You can find reviews of software (*Project Synergy*), shareware and free software (*Literacy Shareware for the Mac* or *Swedish University*), and even demonstration versions of current or upgrades of commercial software programs (*Software.com*).

Developmental Education Webpages

More developmental educators now are sharing their programs through webpages. These webpages show us how they organize their program, what services are provided, and number of hours open. Many of these sites provide syllabi for courses they offer, handouts or tip sheets for students, and even criteria for hiring tutors.

The *Webliography* has organized these developmental education webpages into learning centers, on-line writing labs, math labs, and developmental education courses. Excellent examples of community college learning centers can be found at *Maricopa Community College* or *Oakton Community College*. Similarly, excellent examples of college or university learning centers can be found at the *University of Pittsburgh*, *Rutgers University*, or the *University of Arizona*.

Collections of WWW sites for writing instruction and on-line writing labs are located at *INKSPOT* and the *University of British Columbia*. Examples of community college on-line writing labs include some for community colleges (*Roane State Community College* or *Taft Community College*) and others for colleges and universities (*Grinnell College* or *Purdue University*). There are also sites for math labs (*Bowling Green State University* or *Southwest Texas State University*). Examples of developmental education courses reside at *Cerritos College* and, naturally, at *Whole Language College Reading*. Finally, there are webpages specifically oriented to *tutoring*, *CRLA tutoring certification*, and to *faculty development*.

Conclusion

The WWW is like an on-going professional conference where you can learn about theory, research, and practice. Like the bazaars in Morocco, you can find just about everything on the WWW. If you know of other useful resources, please e-mail the addresses to us.

Reference

Caverly, D.C., & Broderick, B. (1993). Telecommunicating for improving developmental education. *Journal of Developmental Education*, 17(2), 36-37.

WWW Sites

Argus <http://www.clearinghouse.net/>
 AskERIC Homepage <http://eric.syr.edu/cgi-bin/ftw.cgi/eric/index>
 Bowling Green State University
<http://www.bgsu.edu/offices/acen/Math-Lab>
 Calculus Remediation using Databases <http://archives.math.utk.edu/ICTCM/EP-8/C39/text/paper.txt>
 CCCC <http://www.%20ncte.org/groups/cccc.html>
 Cerritos College <http://www.cerritos.edu/~bettino/>
 College Developmental Reading http://www.indiana.edu/~eric_rec/ieo/bibs/collread.html
 Community College Writing Centers <http://fur.rscn.cc.tn.us/OWL/CCSurvey.html>
 CRLA <http://www.chemek.cc.or.us/crla/>
 CRLA tutoring certification <http://www.chemek.cc.or.us/crla/Tutor20%Cert.html>
 Directory of Scholarly and Professional E-Conferences
<http://n2h2.com/KOVACS/Sindex.html>
 ERIC <http://eric.syr.edu/Eric/>
 ESL Virtual Catalog <http://www.pvp.com/esl.htm>
 faculty development <http://darkwing.uoregon.edu/~als/tep/>
 Fostering Cognitive Development in College Students
http://gopher.indiana.edu:2002/eric_rec/gopher/ericdigs/olddigs/d06
 Grinnell College <http://ac.grin.edu/~hunterj/gcwl.html>
 Hyper/Text/Theory <http://www.lcc.gatech.edu/faculty/bolter/degrees.html>
 INKSPOT <http://www.interlog.com/~ohi/inkspot/university.html>
 Instructional Technology Connections
<http://www.cudenver.edu/~mryder/itcon.html>
 Internet Explorer 3.0 <http://www.microsoft.com/ie/msie.htm>
 IRA <http://207.22.231.50:80/ira/>
 Literacy Shareware for the Mac
<http://www.pip.com.au:80/~abestuds/softw.html>
 Maricopa Community College
<http://www.pvc.maricopa.edu/Services/lac.html>
 Mathematics and the ESL Student
<http://archives.math.utk.edu/CTM/FIFTH/Halpern/paper.txt>
 Most Common Mistakes in College Math
<http://math.vanderbilt.edu/~schectex/commerrs/>
 NADE <http://www.umkc.edu/ccr/dept/cad/nade.htm>
 NCTE <http://www.ncte.org/index.html>
 NCTM <http://www.nctm.org/>
 Netscape Navigator 3.0 http://moss.sonic.net/comprocd/business_solutions/education/product_pricing/free_software.html#who
 NRC <http://www.iusb.edu:80/~edud/EieEd/nrc/nrcindex.html#nrcinfo>
 Oakton Community College <http://oakton.edu/camres/iss2.html>
 On-Line Books Page <http://www.cs.cmu.edu/Web/books.html>
 On-Line Newspapers <http://www.infi.net/newsstand.html>
 On-Line Library Catalogs <http://galaxy.einet.net/tytelnet/SITES1.html>
 Practical Approaches to Instructional Technology
<http://www2.bbb.no/~slu/research.htm>
 Project Synergy <http://ike.engr.washington.edu/software/reviews/reviews.html>
 Purdue University <http://owl.trc.purdue.edu/resources.html>

Remedial Education in Higher Education Institutions-1996

<http://www.ed.gov/NCES/pubs/97584.htm>

Roane State Community College <http://fur/rscn.cc.tn.us/OWL/OWL.html>

Rutgers University

http://info.rutgers.edu/Directories/SIAC_Rolodex/Card.398.shtml

Software.com <http://www.software.com/>

Southwest Texas State University <http://mondrian.math.swt.edu/>

Swedish University <http://ftp.sunet.se/ftp/pub/pc/>

Taft Community College <http://www.taft.cc.ca.us/www/tc/tceng/owl.html>

Technology and the Learning Assistance Center

http://www.schooledu.swt.edu/Dev.ed/Technology/Technology_LAC.html

tutoring <http://www.cc.whecn.edu/tutor.htm>

University of Arizona <http://info-center.ccit.arizona.edu/~uic/la.html>

University of British Columbia

<http://quarles.unbc.edu/lsc/other-handouts.html>

University of Pittsburg <http://www.pitt.edu/~lsc/lab/lsc.html>

Vygotsky Readings List <http://www.ced.appstate.edu/vybiblio.html>

Webliography

<http://www.schooledu.swt.edu/Dev.Ed/Technology/Webliography.html>

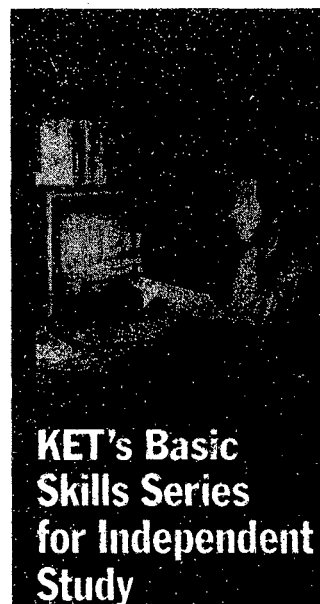
Whole Language College Reading

http://www.schooledu.swt.edu/Dev.ed/Program/Developmental_Reading.html

Writing Assessment at the College Level

http://www.indiana.edu/~eric_rec/ieo/digests/d73.html

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<p align="center">CRLA CA Chapter/Pac Bell Education First Videoconference April 18, 1997</p>
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Participant's Evaluation

1. How would you rate the speaker's presentation?

Rate each component on the following scale:

1	2	3	4	5
Poor	Fair	Good		Outstanding

Keynoter:

Tom March	1	2	3	4	5
-----------	---	---	---	---	---

Panelists:

American River -Carol Pottorff	1	2	3	4	5
--------------------------------	---	---	---	---	---

Foothill College-Rosemary Arca	1	2	3	4	5
--------------------------------	---	---	---	---	---

Mission College - Ann Roberts	1	2	3	4	5
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Palomar College - John Tagg	1	2	3	4	5
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SDSU - Donn Ritchie	1	2	3	4	5
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SDSU - Bob Hoffman	1	2	3	4	5
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Afternoon Workshop:

	1	2	3	4	5
--	---	---	---	---	---

Circle site you attended:

A) LA B) Saratoga C) SD

2. How useful is the topic to your current work or professional development situation? (check one)

☐ Extremely useful; will be able to use information immediately

☐ Fairly useful; know I will need this information in the future

☐ Somewhat useful; have not previously seen a need to know about this topic, but may use it in the future

☐ Not relevant to current situation but wanted to learn about the subject

(Please continue on back.)

Participant's Evaluation (continued)

3. What did you like **most** about the broadcast? (choose 2-4 phrases)

- ☐ knowledgeable and reputable presenter
- ☐ accurate information
- ☐ current hot topic
- ☐ good presentation format for topic
- ☐ worthwhile Q & A
- ☐ clear visuals
- ☐ up-to-date information
- ☐ right length for presentation
- ☐ good time of day
- ☐ clear transmission
- ☐ clear sound quality

4. What did you like **least**? (choose 2-4 phrases)

- ☐ unqualified presenter
- ☐ presentation style of presenter
- ☐ incomplete information
- ☐ unproductive Q & A
- ☐ hard-to-read graphics
- ☐ poor transmission
- ☐ too long
- ☐ too short
- ☐ bad time of day
- ☐ bad audio quality

5. How would you rate this program overall?

1	2	3	4	5
Poor		Worthwhile		Excellent

6. Have you ever attended a satellite videoconference broadcast before?

Yes ☐ No ☐

7. What other topics would you like to see via a satellite videoconference?

From pjonason@jcccnet.johnco.cc.ks.us Thu Jun 19 16:50:01 1997
Date: Wed, 18 Jun 1997 14:09:48 -0600 (MDT)
From: pjonason@jcccnet.johnco.cc.ks.us
To: rosalind@Kwantlen.BC.CA, mioduski@ccit.arizona.edu,
carpenterk@platte.unk.edu, mulcahyp@cse.bridgeport.edu
Subject: RE: SIGS
Resent-Date: Wed, 18 Jun 1997 08:56:15 +0000 (GMT)
Resent-From: orlandov@mscd.edu (vince orlando)

Forwarded to: smtp[rosalind@kwantlen.bc.ca]
smtp[mioduski@ccit.arizona.edu]
smtp[carpenterk@platte.unk.edu]
smtp[mulcahyp@cse.bridgeport.edu]

cc:

Comments by: Vince Orlando@RDG@MSCD-SCOPS
Comments:

fyi

----- [Original Message] -----
Quite honestly, Patti has been doing a marvelous job. She has been =
communicating with SIG leaders both postal and e-mail. She has let =
Kathy know the needs and wants of SIG leaders for the program. If she =
wants it, I think it should be her job next year. =20

My last act as outgoing SIG Coordinator will be to produce a SIG =
coordinator handbook similar to the ones I have assembled for the SIG =
leaders. I will propose some changes in the description of the job, but =
those are not significant. =20

In fact, the work that Patti has done since January has freed me up to =
do much more with the program than I thought I'd be able to do. Hats =
off to Patti!

Hope summer is going well for you. It seems to be zipping by way too =
quickly.

From: vince orlando[SMTP:orlandov@mscd.edu]
Sent: Tuesday, June 17, 1997 10:08 AM
To: pjonason@jcccnet.johnco.cc.ks.us
Subject: SIGS

Was wondering how the SIGS are doing?? We're meeting this Friday. How =
are=20
you and Patti getting along, and where are we with the SIG chair for =
next=20
year??

v

From whiss000@unbc.edu Thu Jun 19 16:45:40 1997
Date: Mon, 9 Jun 1997 09:27:54 -0700 (PDT)
From: Shannon Whissell <whiss000@unbc.edu>
To: CRLA Executive <carpenterk@platte.unk.edu>, jimb@unbc.edu,
mioduski@ccit.arizona.edu, mulcahyp@cse.bridgeport.edu,
orlando@mscd.edu, rosalind@Kwantlen.BC.CA
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Subject: JCRL Spring 1997 Report

Report on JCRL manuscript handling for the Spring 1997 issue.

The goal of the Journal of College Reading and Learning's new editorial team is to elicit more and better manuscripts. To this end the team has implemented a strategy of efficient processing of manuscripts and favorable treatment of authors. The JCRL received a total of thirty-one manuscript submissions for the spring 1997 issue. For these manuscripts, the acceptance rate was thirty-five percent, which breaks down as follows:

accept:	0
accept with revisions:	11
revise and resubmit:	5
reject:	15

The objective of better treatment of authors includes behaviors such as keeping the author informed of the article's progress, and rapid passage of the manuscript through the three stages of the review and decision process. The goal for step one, the notification of manuscript receipt, is to notify the author the same week the manuscript arrives. In the case of the spring issue, the actual amount of time to notify authors of the receipt of their manuscript was:

same day :	21
two to four days:	8
five to seven days:	2

When the author is notified of the manuscript's arrival, copies of the manuscript are sent out for review, with the request that the reviews be returned within two months. For the most part, this goal has been met, although some reviews were never received. The time for all reviewers to review (from receipt of manuscript) was:

more than two months:	1
one to two months:	16
less than one month:	9

Once the reviews are in, a decision on the article's suitability to the JCRL is made and the author is notified of the decision. The total turn-around time (manuscript received to author notified of decision) for JCRL articles was:

more than two months:	2
one to two months:	19
less than one month:	10

Shannon Whissell,
JCRL Editorial Assistant