



Writing Center
Administration Building
Room 5
(307) 268-2610

*Any ideas for me yet?
See you soon,
Helon*

MEMORANDUM

TO: National Two-Year College Council

FROM: Helon Raines *hr*

DATE: March 15, 1993

RE: NTCC meeting at CCCC in San Diego

NTCC Meeting Time and Place

As I informed you previously, the NTCC will meet at 7:00 p.m., Tuesday, March 30, 1993, in the Cabernet Room of the Sheraton. Please be prepared with your Regional Reports. I attach an agenda with a place for additional items under new business. I also attach the minutes from the NTCC meeting in Louisville; please read those before our meeting so that you have noted any corrections we need to make. Thanks to Fred Chancey for getting these to me to send with this letter. Another enclosure is the NTCC report I submitted to Debbie Fox for inclusion in the CCCC Meeting book.

College Section Proposal

I also want to inform you that all of the regions responded positively to the College Section Proposal. We will have a formal motion and vote to confirm this verbal authorization, so the approval will be part of the minutes. I will not have a rewritten TYCA document as we had discussed in Louisville because of activities since that time which I will explain at the meeting.

Volunteers for NTCC Table at CCCC

Also please keep in mind that I will have a schedule for volunteers to be at the NTCC table all day Thursday and Friday beginning at 9:00 in the morning until 5:00 or 6:00 in the evening. The Southwest Representative and Chair have volunteered for Friday, but I will need at least two people in three, three-hour blocks each day. More people at the table is even better. Please bring any materials your region has for display or distribution.

Follow-up Meeting on Restructuring and Other NCTE Activities

We have a room and time scheduled for a follow-up meeting on Saturday to discuss restructuring developments that may occur during the conference. That meeting will be held following the CCCC Business and Awards Meeting on Saturday morning. We are scheduled to begin as soon as the CCCC Business Meeting ends, but no earlier than 10:00 a.m. in Room 518 of the Sheraton. I hope all of you will attend; I think it is imperative that members of the Restructure Committee keep this time open. Although we certainly are happy for others besides NTCC and the Restructure Committee to be present, we will not publicize this as an open meeting. Our last open meeting for discussion of the two-year college issues will be on Friday evening at the Special Interest Session.

I sincerely hope that all of you will come to as many of the NTCC functions as possible, including the two panels and the "think tank" in back-to-back sessions on Friday, the Special Interest Session Friday evening, the breakfast and the CCCC Business and Awards Meeting on Saturday morning, and, of course, the NTCC sponsored workshops. For the "think-tank," Chuck and I have requested that each Regional Representative and Lois Powers be prepared to talk for about five minutes on your region's response to the College Section Proposal and to the TYCA proposal.

In addition, any of you who can, please meet in the lobby of the conference hotel by the lobby bar at 5:30 for a drink and/or dinner prior to our meeting on Tuesday evening, March 30. Some of us also will try to meet for dinner on Monday evening at the same time and place to discuss the TYCA proposal, so if you should arrive as early as Monday evening, please join us.

Where I Will Be

I am in the conference hotel, the Sheraton Harbor, arriving early afternoon Monday, March 29, and I will be in San Diego until Sunday afternoon, April 4. I look forward to seeing all of you; this is going to be an exciting meeting. Thanks again to all who made it possible. I particularly want to express my appreciation to Bob Harvey of the NCTE Headquarters Staff for corresponding with me regularly about food and room arrangements.

cc: Restructure Committee
Deborah Boschert
Bob Harvey
Carolyn Hill
Miles Myers

Attachments: Agenda for San Diego NTCC Meeting
Minutes of Louisville Meeting
Report to CCCC with request for funding (without the copy of the College Section Proposal mentioned in report)

AGENDA FOR MEETING OF THE NATIONAL TWO-YEAR COLLEGE COUNCIL, SAN DIEGO, in the Cabernet Room of the Sheraton Conference Hotel on Tuesday, March 30, 7:00 p.m. - until we have finished the business

I. OLD BUSINESS

- A. Approval of minutes from NTCC Meeting at NCTE, 1992
- B. Restructure Committee Business
 - a. College Section Proposal
 - b. Recommendation from NTCC Chair
 - c. Report from Carolyn Hill/Deborah Boschert on Income and Expenses of Restructure Project
- C. Archivist, Chuck Annal
- D. TETYC, Nell Ann Pickett
- E. Anthology, Mark Reynolds
- F. NCTE Program in 1993, Mark Reynolds and Ben Wiley
- G. Other

II. NEW BUSINESS

- A. Regional Reports, Regional Representatives
- B. Other

Minutes NTCC
November 19, 1992
Louisville, KY

In Attendance: Mark Reynolds, Lois Powers, Nell Ann Pickett, Katherine Staples, Linda Huston, Ben Wiley, Dale Adams, Charles Annal, William Lay, Helon Raines, Bonnie Pagan, Audrey Roth, Caroline Hill, Katie Hope, and Fred Chancey.

The meeting was called to order at 9:15. Business opened with the election of Fred Chancey secretary.

The minutes of the Cincinnati meeting were read and accepted.

The discussion of the TYCA proposal began with Helon Raines reviewing the commentary on the proposal. Although the number of comments was small, the quality of them was high and they offer us much help in directing our discussions toward those issues that most concern them.

Our discussion opened informally with Bill Lay presenting the Midwest Regionals positive reaction to it and their anticipation for its future. Chuck Annal said that the Northeast representatives had discussed it casually and had more questions than problems. The Pacific Northwest discussion had centered on the hope for continued regional activity and supported the work to include California in the regional structure. Dale Adams said the Southwest membership supports the proposal in general, but they have questions about the cost. Ben Wiley said that the Southeast was convening a panel at their February meeting in Chattanooga to discuss the proposal; he emphasized that they wish "to preserve the regionals' integrity." Helon Raines presented the position of the Western Regional from an executive discussion, saying that their primary concerns were the costs. Nell Ann Pickett thought that the regionals were protected in the proposal; the document is written so that the regionals remain regional and the national organization stays national. Helon represented the NCTE response to be generally supportive, but the decisions are yet to be made.

One question on membership was answered by noting that the only regional members who would have to join TYCA, NCTE, and CCCC would be the national representatives. The annotation needs to be made clearer so that the inclusive membership possibilities will be more inclusive. There was a concern that executive committee would be dominated by administrators was generally held to be unlikely. Following the discussion of membership, a discussion covering the funding of TYCA began. Nell Ann Pickett led off with the statement that we have very few sources for income, TETYC being one, dues being the other major source. Helon Raines said that we need a dues structure that will pay our costs but still not overwhelm our members. Nell Ann Pickett pointed out that the unified membership should look more desirable and our task should be to make it so. Linda Huston asked if the Regionals had ever surveyed their memberships for national memberships. We discussed a variety of inconclusive methods. Dale Adams suggested a choice of membership patterns

within the college section. This discussion covered the non-journal membership and pondered a substitution of TETYC for CE.

We, then broke into small groups to discuss the proposal. The groups were led by the participants of the Mississippi Meeting. Group 1 was led by Katherine Staples and Chuck Annal, Group 2 by Helon Raines and Lois Powers, Group 3 by Mark Reynolds and Ben Wiley. The resulting discussion was reported in the afternoon session.

At this point, the board broke for lunch.

The meeting was returned to order at 1:30. The first item of business was Katie Hope's presentation of the potential finances. These were presented with some qualification because of lack of answers about the role that publications might play.

Assuming that TYCA has a journal and looks like CEE, Katie looked at budgets. She assumed \$15 dues. Her figures showed a possible annual income of \$65,000: \$55,000 from dues and \$10,000 from a conference. Her suggestions included an annual meeting to generate income, perhaps in conjunction with CCCC or NCTE. She thinks that membership in NCTE will be a necessity. On the debit side, Katie saw the likely expenses to include \$51,000 for TETYC production, \$10,000 for staff support, membership services (committees, speaker's bureau, etc.), \$15,000 for administration and governance(executive expenses for participation in NCTE and CCCC activities as well as continuation of the per diem expenses), added to this is the question of NCTE staff support costs at an estimated \$19,000.

Expenses-\$95,000

Income-\$65,000

Net loss-\$30,000

Discussions of fiscal solutions centered on the possibility of a conference. Katie agreed that a \$25 membership fee would make up the deficit. Helon Raines stated that the assumption was that the increased membership would make up for the deficit. Some discussion covered the assumption that TETYC is a more useful journal than CE for two-year college teachers. This point led to a discussion of the reasons someone would join TYCA. Helon Raines listed several: a newsletter, a journal, a speaker's bureau, a job listing service, and representation.

A discussion followed that asked about survey methods and membership marketing. It is clear that membership drives are costly but seek members from all segments of the potential market. We covered several other ways to control expenses and generate income. Some suggestions looked at other possible relations within NCTE: Audrey Roth thought that it would be better to form an assembly within NCTE and a special interest group within CCCC. The Executive board thought that Katie's analysis had made the situation and the need for definition of the possible roles more clear. Bill Lay moved that NTCC continue working with the document at the NCTE board level. Linda Huston seconded. The vote was in favor of the resolution: 4 to 0 with one abstention.

The small groups reported their discussions. Group one's report was from Katherine Staples. She reported that their discussion had covered questions of membership. They had decided that most of the issues of exclusivity were mistaken interpretations. The goal was to include as many people with an interest in teaching English in the two-year college as possible. Fred Chancey reported for Group two. This group focused on the difficult issue of the inclusion of the already existing California two-year college group even though it is not a member group of the Regionals. Group three reported that they had discussed the relationship of TYCA to NCTE and CCC changing College Section's participation on the TYCA executive to non-voting status.

At this time, Nell Ann Pickett reported from the College Section that they would fund five members of the restructure committee (a total of \$3500) to meet with the College section at February planning meeting in Urbana to increase two-year college people's involvement in NCTE. They want to discuss how TYCA will fit. The meeting will be February 4-7. Fred Chancey moved that NTCC accept the offer of funds and to have the restructure committee select the participants. Bill Lay seconded. The proposal passed 5 to 0. Nell Ann Pickett will draft the acceptance and present it at the College Section meeting.

Regional reports were read.

A discussion of seed money followed. A request was generated to continue on an annual basis until the restructure is decided.

TETYC report: We continue to have a steady stream of submissions. Two-year persons submit 75%-80% of the articles. Nell Ann thanked the reviewers for their continued support. She asked for conference reports through Carolyn Hill in the next six weeks. She also said that the journal staff is always open to suggestions.

Chuck Annal asked as Archivist what the Regionals want to save.

1. Minutes and Agendas of NTCC
2. Correspondence of significance
3. Regional reports
4. By-Laws
5. The original documents creating NTCC
6. Significant documents

He asked for help in creating the history of NTCC because the archives will work as guidelines for procedures.

James Davis joined us at 4:45PM. He spoke about the spirit of cooperation in the College Section. He complimented our method of working through a comment period to a final document is a good idea. He recommended that it would be better to take time to perfect the document rather "than make the monster stranger" and that NTCC work through the budgetary concerns with Katie Hope.

Mark Reynolds told us that the anthology did not cover some areas because of a lack of submissions in those areas and hopes that the next anthology can cover them.

Discussion of Western Conference Standards Statement was moved to March meeting.

A discussion of the presentations for 1993 CCCC proceeded. There will be three sessions: Chuck Annal chairing a Think Tank on the restructuring document; Bill Lay chairing a session on the Two-Year College Instructor as Researcher; Mark Reynolds, Audrey Roth, Howard Tinbergen, Ellen Knodt, Liz Nist, and Bill Lay will also be on the program. Paul Bodmer's session is on pedagogy. The special interest session will also be on the restructure. In addition, two Saturday workshops will cover two-year college issues: one with Nell Ann Pickett, Mark Reynolds, and Ellen Knodt will cover publishing; the other will cover multiculturalism and the changing classroom. *classroom toward -*

Dale Adams moved a round of applause for Helon. Motion passed unanimously: we applauded. Dale moved for adjournment at 5:35PM. That motion passed unanimously also.

Respectfully Submitted,

Fred Chancey.