

# ARTS & LETTERS DIVISION

ESL Department Meeting  
Tuesday, October 11, 2011  
3:45 p.m., Bldg. 2700 – Room 2751

## ADOPTED MINUTES

### IN ATTENDANCE:

Beatriz Alvarado, Counselor	Kseniya Gregory, Chair	Sydney Rice, Faculty
Brian McNeece, Dean	Kevin Howell, Faculty	
Don Martini, Faculty	Leticia Pastrana, Faculty	
Josefina Ponce, Faculty	Scott Simpson, Faculty	

### NOT PRESENT:

Diane Harris, Faculty	Alex Garza, Faculty
Ed Scheuerell, Faculty	Julie Craven Faculty

#### I. CALL TO ORDER

The regular ESL Department Meeting was called to order at 3:47 p.m. by department chair, Kseniya Gregory.

#### II. APPROVAL OF MINUTES

The minutes of August 18, 2011 *S.Rice/K.Gregory/C* and September 13, 2011 *S.Rice/L.Pastrana/C* were approved with corrections.

#### III. SCOPE AND SEQUENCE GRID

The scope and sequence grid for ESL 001-ESL 005 was discussed however; the item was moved to the agenda item for next month at the request of faculty. Faculty present stated that the scope and sequence grid should be discussed when all faculty are present. Sydney Rice made a motion to postpone discussion for Item III, the motion was seconded by Josefina Ponce and approved by faculty. Kseniya Gregory approved their request with the understanding that this item would be discussed and finalized at the next meeting without further delays.

#### IV. ONLINE CLASSES

Scott Simpson has expressed interest in teaching an online ESL reading class. He did say that he was not interested in developing the course but believed that the course would be beneficial for ESL students.

Brian McNeece interjected that although an online or hybrid course is more accessible to students statistically online courses have a lower success rate than face-to-face courses. Kseniya says that she will be taking an Etudes course with the intent of developing and incorporating online courses to the curriculum. She encouraged faculty to participate.

**V. ONE UNIT CLASSES**

Kseniya asked for feedback on how to revamp one-unit courses to make them more appealing for students. Discussion ensued over the purpose, presentation, and current class offerings.

Leticia Pastrana asked about streamlining the one-unit classes and offering them in a different format. Kseniya stated that consideration needs to be made as to which one-unit classes can be combined, improved, and offered throughout the semester.

**VI. SLO REPORTS**

Kseniya asked faculty for feedback on their SLO reports. Minimal response was received. Kseniya recommended that faculty use the dropbox as a way of interaction among each other and compile forms/assessment tools. She asked that faculty use the standard form for SLOs.

**VII. ADJOURNMENT**

The ESL Department Meeting adjourned at 4:55 p.m., The next ESL Department Meeting will be on November 8, 2011 at 3:45 p.m. in room 2751.