Arts & Letters Division

World Languages & Speech Communication Department

Wednesday, April 25, 2012
3:45 p.m., Room 2700-2751

In Attendance:

Liisa Mendoza	Jose Ruiz, Chair
Bruce Page	Javier Rangel
Glenn Swiadon	Romano Sanchez-Dominguez

MINUTES

1. **Call to Order**
   Department Chair, Jose Ruiz, called the meeting to order at 3:45 p.m.

2. **Summer Scheduling (Jose Ruiz)**
   Jose reviewed the class schedule for Summer 2012: AMSL 100, SPAN 110, SPCH 100, SPCH 180. All classes have enrollment at this time. Speech 100 and 180 currently has students in the waitlist. There is a possibility that a section may be added. Jose asked that faculty submit book orders to either Sara Hernandez or Grace Espinoza as soon as possible.

3. **Fall 2012 (Jose Ruiz)**
   Fall 2012 classes are currently being uploaded. If you have a room preference please let Grace know so she can try to accommodate you. Building 300 will not be worked on in fall as previously anticipated. Building 400 will be available however; Kathy Berry will designate which departments will use it.

   If you know which textbooks you will be using, please email Grace Espinoza your book orders so she can begin entering the data.

4. **Curricunet (Jose Ruiz)**
   The Speech Transfer Major has been approved and meets SB 1440 requirements. It can now be advertised. The French Major has reduced the number of units from 23 to 20. This reduction has also been approved by the Curriculum Committee.

5. **Speech 180 Debates (Jose Ruiz)**
   Laura Mosier has invited faculty and staff to listen to Speech 180 Debates. They will be held on Tuesday, May 1, 2012 from 10:15-12:30 outside of the cafeteria.

6. **Spanish (Jose Ruiz)**
   Jose commented that he received a student complaint and was asked to reply to the ACCCJC. The complaint originated from a parent who felt that that it was not fair that her child was in a Spanish class that was taught approximately 75% in Spanish. Jose stated that a copy of the complaint and response is available if anyone wanted to view it.

   Jose stated that he met with Dean Brian McNeece and they both agreed that a faculty member should not engage in a conversation with the student or parent by email. It creates controversy and can fuel the situation. If you do engage in a conversation you must exercise caution and not compromise yourself.

7. **Re-org Possibilities (Jose Ruiz)**
   Discussion is currently underway on the possible reorganization of the WLSC Department. Currently two options exist: (1) Languages + Humanities and (2) Languages + ESL. The Academic Senate did approve the new dean structure and Taylor Ruhl will be the new dean for the Arts & Letters Division.

8. **Chair Elections (Jose Ruiz)**
   Chair elections will be coming up soon. If you interested in running as WLSC Department Chair please submit you candidacy by email to Brian McNeece and Grace Espinoza.

9. **Spring Awards (Jose Ruiz)**
   The Spring Awards Banquet will be held on May 4th in the Old Eucalyptus School House. If you have not yet RSVP'd please email Saria Cardoza to confirm your attendance.

10. **SLO (Jose Ruiz)**
    Jose reminded faculty to collect data for SLO Assessments. Cycle assessments are due to the SLO Coordinator by the 5th week of the semester. Toni Pfister will no longer be the SLO Coordinator. The position is now open and offers 9 hours of release time.

11. **Other (Jose Ruiz)**
    a. **Online Classes**
       Online classes for the 2012-2013 academic year will be taught in Blackboard. Etudes will be phasing out by the end of this academic year.
    b. **Papercut**
       The new copy print software has been installed on computers. "PaperCut" is the new software. It tracks printing costs and charges to either the department or a personal account.

12. **Adjournment**
    Meeting adjourned at 4:26 p.m.