Arts & Letters Division

ESL Department

Monday, February 6th, 2012
3:45 p.m. , Bldg 2700 - Room 2735

IN ATTENDANCE

Garza, Alex
Gregory, Kseniya (Chair)
Harris, Diane
Howell, Kevin
Martini, Don
Rice, Sydney
McNeece, Brian (Dean)
Padilla, Jesus
Pastrana, Leticia
Ponce, Josefina
Simpson, Scott
Scheuerell, Ed

ADOPTED MINUTES

1. **CALL TO ORDER (Kseniya Gregory)**
   Department Chair, Kseniya Gregory, called the meeting to order at 3:45 p.m.

2. **APPROVAL OF MINUTES (Kseniya Gregory)**
   Kseniya asked faculty to review the minutes of January 18, 2012. Kevin Howell/Alex Garza motioned to approve the minutes as presented. The motion carried.

3. **SLO ANALYSIS PROGRESS REPORTS (Kseniya Gregory)**
   Kseniya asked faculty to report on the progress of their SLO analysis (Fall 2011). The following was reported:

Josefina Ponce	No report.
Ed Scheuerell	Currently grading the assessment forms. Adjunct did not grade their assessments.
Diane Harris	Correcting and evaluating data.
Don Martini	Send a duplicate email to the adjunct instructor. After he grades the assessment forms he will look at the numbers.
Julie Craven	Not present.
Scott Simpson	He completed his cycle form the 8th of December. He will cc: all other people.
Kseniya Gregory	No report. She will meet with Josefina and assist her in reviewing her findings.
Alex Garza	Working with Rosa Contreras in assessing ESL 001.
Leticia Pastrana	Is having difficulty accessing the SLO Assessment forms in the dropbox. She asked if the results could be put in the dropbox.
Sydney Rice	Emailed Rosa Contreras regarding ESL 005 however, she has not responded. The data for ESL 004 is already graded.

4. **ESL 010 CHANGES (Kseniya Gregory)**
   Kseniya recently met with Josefina Ponce and Kevin Howell to discuss the possible change in units for ESL 010 classes. This course will be revamped to increase units from 1 to 2 units and add a grammar component.

5. **SUMMER 2012 SCHEDULE (Kseniya Gregory)**
   Kseniya reported that the ESL Department may or may not offer classes this summer. The department chair meeting will be held tomorrow and she will have a clearer idea at that time. The best scenario would be indicative of only 2 or 3 classes offered. The ESL faculty agreed that ESL 003 and ESL 005 were first priority and ESL 004 secondary.

6. **FALL 2012 SCHEDULE (Kseniya Gregory)**
   Kseniya disseminated a tentative schedule for Fall 2012. The schedule reflected only courses offered on the main campus. The grid presented 22 unit of lab classes plus one unit lower level courses; two ESL 037 and ESL 038 plus nine reading classes. A total of 33 units on the main campus for Fall 2012.

7. **OTHER**
   a. **Class Sequence (Ed Scheuerell)**
      Discussion ensued over the sequence of the classes. Ed stated that the sequence recommended for Fall would make it a long day for students enrolled in ESL 003, ESL 004, ESL 005. In the past this created scheduling issues for regular faculty.

   b. **Work Load (Leticia Pastrana)**
      Leticia commented that the 4:45 – 6:10 MW/TR time block for reading classes cause workload - time conflicts. After some discussion, it was decided not to use this time block for the fall semester.

   c. **BOGG (Brian McNeece)**
      Brian stated that a new law will take place effective Fall 2012. The current Board of Governor's Waiver will not be approved for students who do not have a GED or HS Diploma. Continuing students who already have received a BOGG waiver will be grandfathered in - this the only exception.

   d. **Fall 2012 Tuition (Brian McNeece)**
      It was asked if the current tuition rates will change. Brian confirmed that tuition will increase from $36 to $46 dollars in Fall. Ed Scheuerell stated that the implications could negatively affect ESL students if they were not eligible for BOGG or Financial Aid.

8. **ADJOURN**
   The meeting adjourned at 4:50 p.m.