

Arts & Letters Division

ESL Department

Monday, March 5, 2012
3:45 p.m. , Bldg 2700 - Room 2735

IN ATTENDANCE

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

NOT PRESENT

Craven, Julie	Scheuerell, Ed
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ADOPTED MINUTES

1. **CALL TO ORDER (Kseniya Gregory)**

Department Chair, Kseniya Gregory, called the meeting to order at 3:53 p.m.

2. **APPROVAL OF MINUTES (Kseniya Gregory)**

M/S/C Sydney Rice/Leticia Pastrana to approve the minutes of February 6, 2012 with corrections.

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:

Course ♣	Lead ♣	Comments ♣
ESL 001	Kseniya Gregory	Looked at a few sections of ESL. Suggests changing the assessment tool since students are having difficulty with ('s).
ESL 002	Ed Scheuerell	No report
ESL 003	Scott Simpson	Has the data for two classes. The assessment tool required that students complete the sentence based on what is on the picture.
ESL 004	Diane Harris	Has not collected all the data related to this assessment. She recommends that the test be used at the beginning of the term and at the end of the term. This will help us it as a diagnostic tool.
ESL 005	Sydney Rice	Data collected indicates that student

		scores are below 60%. She believes part of this is related to the cycle assessment being given at the end along with the final exam.
ESL 010	Josefina Ponce	Language Lab assessment is complete
ESL 011	Alex Garza	Collected data and analyzed it. Students had difficulty using the verb "wearing" and "why" 70% of the students used it incorrectly.
ESL 012	Josefina Ponce	Completed assessment
ESL 013	Kevin Howell	Has not finished collecting the data from adjunct. He recommends that the SLO assessments are distributed earlier in the semester.
ESL 014	Don Martini	Completed assessments
ESL 015	Sydney Rice	Is in the process of compiling the data
ESL 024	Leticia Pastrana	Assessment results demonstrate that students have difficulty understanding major/minor details. Leticia recommends that faculty look at the current textbooks used by adjunct to verify that they meet COR and program requirements.
ESL 025	Ed Scheuerell	No report.

SLO Committee - Gift Card: Raffle winner Kevin Howell.

ACTION: All SLO Assessment forms must be in electronic format. The deadline to submit assessments is March 15th.

4. CURRICULUM/SCHEDULE UPDATE (Kseniya Gregory)

Kseniya reported that the Technical Review Committee is concerned over the deletion of 1 unit courses. Specific emphasis is being geared for Levels 1 & 2. Faculty discussed the continuation of ESL 031, 032, 041, 042, 051, and 052 for Levels 1 & 2 along with course offerings in ESL 037 and ESL 038 for Developmental English courses.

5. SUMMER/WINTER CLASSES SELECTION PROCEDURES (Kseniya Gregory)

Kseniya reported that ESL Faculty has expressed concern over the current class selection process for both Summer and Winter terms.

ACTION: Voted 5-4, in favor of selecting classes based on seniority without losing your place if you pass. Please see attachment.

6. STUDENT SUCCESS TASK FORCE (SSTF) (Kseniya Gregory/Sydney Rice)

Dean, Brian McNeece, requested that the SSTF item be included in the agenda. Sydney Rice stated that there is a much discussion at the state level in respects to a one size fits all approach for ESL. There is a potential risk of classes being eliminated. Brian commented that IVC has created a Student Success Task Force and discussion regarding ESL classes has begun.

7. ESL FESTIVAL: PLANNING (Kseniya Gregory)

Preparation for the ESL Festival is needed. Kseniya allowed a few minutes for faculty to brainstorm. Items discussed were Student of the Year Award, Entertainment, Location, Food, Days, Times, and Purpose.

ACTION: *Faculty agreed that the ESL Festival would occur on Thursday, April 26, 2012 from 1:30 – 3:30 p.m. in Room 2131. Afternoon classes may be cancelled, if necessary, so that students attending SDSU – Extended Campus can attend the function. Faculty will nominate the Student of the Year and Departmental Award separately.*

8. PRINTING (Kseniya Gregory)

Kseniya reported that there have been issues with copy/print. At this time the Xerox Copier in the Arts & Letters Division - lobby does not have specific account codes to charge from. All copies being made are currently charged to the English Department. Brian stated that this has resulted in overages and a negative balance for the English Department. Grace interjected that it does not allow for a real accounting method for ESL. It gives the impression that English requires surreal amount of money while ESL requires a minimal amount.

ACTION: *Copy/print items that require more than a couple of pages need to be printed through the Reprographics Department. The Xerox Copiers in the Reprographics Department do have the capability of charging to individual departments.*

9. ADJOURN

The regular ESL Department meeting adjourned at 5:05 p.m.