

# Arts & Letters Division

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ESL Department Meeting  
Thursday, May 12, 2011  
Bldg, 2700 – Room 2751, 3:30 p.m.

## AGENDA

- 1) Call to Order
- 2) Approval of Minutes
- 3) Fall schedule – pick final overload
- 4) Syllabi –even now there are some syllabi not turned in.
- 5) Book orders—to Grace and Sara
  - a) Order your own desk copy
- 6) Committees Needed
  - a) curriculum review committee
  - b) Placement questions
  - c) SLOs
- 7) ESL Festival RIP
- 8) Accreditation help
- 9) Mentoring/Evaluation of adjuncts
- 10) Status of Extended Campus
- 11) Schedule Next Meeting
- 12) Adjourn