

ESL Department Meeting Minutes October 8, 2024

In-Person Attendees: Allison Carr, Matt Kline, Debra Mochidome, Jenny Simon; **Division Office:** Scott Kushigemachi, Erica Soohoo; **Zoom:** Elise Geraghty, Sarah Larsen (PT), Rosa Gutierrez (ESL Coordinator)

Not in Attendance: Rebecca Loya (Excused)

General Business:

1. Great Shakeout (10/17 at 10:17 a.m.) Reminder
2. Halloween Announcement (Ed)
 - Faculty are encouraged to dress up for Halloween.
3. Display Schedule (Ed)
 - ESL will have the month of December from 12/2-12/31. Items can showcase student and faculty work and accomplishments and be related the theme of the month.
4. Noncredit Teaching Load (Matt)
 - Faculty discussed noncredit teaching load in comparison to the credit load for FT faculty and looked at examples from other colleges.
5. Office Staff Leaves (Scott)
 - The office will be short staffed due to several leaves, so please be patient.
6. NESL Student Surveys (Scott)
 - There will be a QR code and paper surveys for offsite noncredit class evaluations.
7. Canvas Access in Mirrored Classes (Scott)
 - Faculty discussed strategies and workarounds to deal with issues with Canvas access in mirrored classes.
8. PT NESL Recruitment (Scott)
 - Item tabled until November meeting.
9. Associate Degree Task Force (Jenny)
 - Faculty discussed the changes to the associate degree categories and agreed to try to keep 53C under the Oral Communication and Critical Thinking category and work on adding 51C to the Oral Communication and Critical Thinking category.
10. IGETC Course Approval
 - 53C was rejected from IGETC courses again. Faculty agreed to hold off on submitting the course for approval and possibly try again in the future.

Updates:

- Academic Senate (Stephanie B., Shane, Kevin, Brent, Sean, Erica B.)
 - No representatives in attendance.
- AFT/Union (Shane, Susan, Elayne, Mora, Sean)
 - No representatives in attendance.
- ASO
 - No representatives in attendance.
- Counseling (Sabra, Rosa, Amy, Rocio)
 - No updates.
- DCC (Chelsea, Matt K.)
 - No updates.
- Evolve (Argelia, Chris P.)
 - Evolve Summits
- SLO (Andrew, Nida, Elise)
 - All courses will be assessed in the spring.