

Sign Language Department Meeting Minutes

October 15, 2025

Attendance: Tim Gough, Erica Barrett (Interpreter), Sabra Sabio (Counselor), Rocio Diaz (Counselor), Tawnya Cola (Counselor), Scott Kushigemachi, Erica Soohoo

General Business:

1. Guest Parking Update
 - Scott shared updates on the process for requesting guest parking permits. Faculty should email Susan with their guest and event information.
2. DCC Chair
 - Chelsea will be stepping down as DCC chair after the Spring semester. If interested in the position, let Scott know.
3. CTEA Student Survey in Canvas
 - Students may see a CTEA survey in Canvas.
4. Department Fund and ASLTA Items for Purchase
 - Tim decided not to purchase items at this time. He may consider using the funds for a roundtable in the future.
5. Program Revisions
 - Tim is moving forward with the two new proposed courses, ASL 242 and 252. He will send these to everyone as part of the consultation process for a new course. They are on the way to DCC now and still open for additional revision. The degree and certificate will also be reviewed to add these courses as options, alongside Interpreting for now. The goal is for these to appear in the Fall 2026 catalog.
 - We will offer the Interpreting sequence until Spring 2027 to account for students who just started the program this Fall (see image below, courtesy of Sabra).
 - If it becomes clear that these revisions are having a significant impact on demand, we can revisit this plan since all courses will continue to appear as options in the catalog.
 - We need to ensure that current and future students understand SLAN 236 will likely be offered for the last time in Spring 2028 (and SLAN 234 in Fall 2027).
 - I have asked the Curriculum Analyst to add a notation to the catalog. They are bringing this request to Curriculum Committee Technical Review.
 - We should also have an information campaign to current students that aligns with the Winter and Spring registration cycle.
 - We should also make sure all Counselors are informed.
 - The point was also made that if we are changing the program, we need to open up additional avenues to promote the program. This includes expanding dual enrollment options, which will require PT hiring. Tim is also open to teaching dual enrollment online if that is requested.
 - If our goal is to make the program more transfer friendly, we should also hear more from transfer destinations like CSUN and CSULB. We should try to invite representatives from these programs to future meetings. If anyone has contacts, let's coordinate reaching out to them.
6. Placement Process
 - This item was tabled until the next meeting.

Updates:

- A. Academic Senate (Stephanie B., Larry, Brittany, Sean, Erica B.)
 - No representatives in attendance.
- B. AFT/Union (Stephane M., Elayne, Mora, Sean)
 - No representatives in attendance.
- C. ASO
 - No representatives in attendance.
- D. Counseling (Sabra, Amy, Rocio, Tawnya)

- No update.
- E. DCC (Chelsea)
 - All course proposals and updates need to be in the Curriculum system by November 3 to meet the final curriculum deadline of the semester.
 - Proposals for new courses should ideally be in the system before that since they have several extra steps to go through before they reach the DCC.
- F. Guided Pathways (Argelia, Chris P.)
 - No representatives in attendance.
- G. SLO (Andrew, Nida, Elise)
 - SLO Timeline
 - Spring '25 SLO