

Humanities Division

ESL Department Meeting on March 24, 2020 – Held Online Via Zoom

In Attendance:

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Atoofi, Saeid	Geraghty, Elise	Mochidome, Debbie
Dean Debra Breckheimer	Kline, Matt	Perez, Nataly
Carr, Allison	Kushigemachi, Scott	Simon, Jenny
Dellapasqua, Laila	Loya, Rebecca	Uyemura, Evelyn

Updates on Transferring to Teaching Online

Continued Student Participation

- Instructors said that the majority of their students are continuing to participate in classes online.
- Instructors who have students who are no longer participating can try contacting them through their personal email or by phone. Their phone numbers are available on MyECC.
- Matt asked that instructors give him a list of non-credit students who are no longer participating and he will try to contact them.

International Students

- Some international students have asked if they can go back to their country and continue their classes online from their countries.

Future Enrollment

- Discussion was made as to how the Coronavirus would affect enrollment in the fall. Deb said it is really hard to say, and it will depend on what happens. She could only say for sure that online teaching will continue throughout the summer.

Exchange of Teaching Ideas

- In Canvas, students can exchange ideas in the Chat area.
- In Chat, students can also be separated into groups while the instructors speak with one student.

- Small class meetings and/or office hours can be held with Zoom.
- To submit written assignments, students can take a picture of their assignment and submit it as an attachment, or submit it by typing directly into Canvas. Instructors can either make comments on Canvas, or print out students' assignments, make comments, scan the documents, and email them back to the students.
- If the traditional method of giving tests is not possible, instructors can think of different ways to test students, such as asking them to write short answer questions.
- Practices exercises can be posted and shared on the Discussions page.

Support

- Mentors are available for instructors who are not yet confident with Canvas or have any questions. In case a mentor needs to be able to see an instructor's Canvas class, the instructor can notify Deb with the section number of the class and the mentor's full name. She will then forward the information to Gema Perez.
- Although some instructors are doing very well on Canvas, it is understandable that many instructors will struggle with it. Deb reminded everyone that synchronized classes are not required, and that putting up assignments with steps and due dates will suffice. .

Future Department Meetings

- All future ESL department meetings will be held online via Zoom on their regularly scheduled dates.
- There may be extra check-in meetings once a week. Details will be forthcoming.