

El Camino College Humanities Division
ESL Meeting Minutes
March 5, 2013

In attendance: Elise Geraghty, Tom Lew, Rebecca Bergeman, Nitza Llado, Margaret Quinonez-Perez, Evelyn Uyemura, Suzanne Herschenhorn, Nancy Currey, Debbie Mochidome, Jelena Savina, Allison Carr, Georgiana Coughlan, Matt Kline, Jenny Simon

1. Accreditation

1.1. ACCJC February 11, 2013, letter distributed to faculty: ECC was issued a warning for weaknesses in documentation of SLO assessments and demonstrating connections to student learning improvement.

1.1.1 Tom Lew explained to the faculty that the Board of Trustees is not satisfied with the 2nd warning ECC has received from the Accrediting Commission (ACCJC) after its November 14, 2012, visit. He and Elise Geraghty suggested the department set up a process to help with the college's reaching SLO Proficiency, followed by Sustainability. First, continue to follow the department's SLO assessment timeline and follow up on the results of the assessments by discussing ways to improve student performance and improve instruction. Second, the ESL department has one program SLO; this is not sufficient. Group discussion was made about another program SLO focusing on the speaking/listening and reading/writing strands of the program. Matt Kline recommends increasing the amount of time allotted to SLOs in the ESL department meetings. Elise encouraged the faculty to create brown bag sessions to brainstorm new SLO ideas and to set new goals for the continuation of assessment.

1.2. SLO alignment grid (program ILO—PLO—SLO)

1.2.1. Evelyn Uyemura recently reviewed and updated the grid for submission to Janet Young. The grid was created to show the connection between ILOs, PLOs, and SLOs. The grids are posted on the Humanities Division webpage. On the Humanities Division webpage, go to SLO Docs, then ESL Grids.

1.3. Program Review—leads needed to attend training either March 14 or March 15

1.3.1 Matt Kline and Rebecca Bergeman volunteered to lead the ESL department program review, which is due at the end of the semester. They will attend the training on either March 14 or March 15.

2. Curriculum and SLO Updates

2.1. SLOs

2.1.1. Assessment / learning connection: Allison Carr stated that participating in Learning Teams gives faculty an opportune time to discuss SLOs.

2.2. Curriculum

2.2.1. AX and ESL 53C: Allison Carr announced that the department's work (done by Nancy Currey) on changing the title of ENG A-X to ESL 53C has been successful and is almost completed. The department should prepare to use the new moniker on their fall 2013 syllabi.

3. Fall 2013 Schedule

3.1. Enrollment numbers: Jelena Savina and Tom Lew reported, according to Assessment Center data (chart distributed), that ESL enrollment has been increasingly low. Jelena explained the many obstacles ESL students face with ECC's technology, specifically server problems, online application difficulties, and general understanding of ECC's website due to technical glitches and our students' lack of English skills. She showed a document listing reproductions of email conversations from ESL students asking her for help with the above difficulties. She spends a lot of time going through the tedious steps with these students, and sometimes not being able to successfully submit their application or register them for classes because of technical problems. Many students can't understand the application questions and there are such limited ESL services on campus. Face-to-face registration ended long ago and unless ESL students get an English-speaking friend or family member to help them apply and register, they do not make it into ECC. Nitza Llado suggested bringing back ESL Welcome Day that used to be offered in August, before the start of the fall semester. There, ESL professors, counselors, and former students welcomed new ESL students, gave an orientation, provided information, and answered questions. Matt and Rebecca plan to include the need for more hand-to-hand help for ESL students in the program review.

4. Documenting the difficult student: a quick overview of Forms A, B, and C

5. Announcements

5.1.1. Cherry Blossom Festival: March 7, 2013

5.1.2. Flex Opportunities

5.1.3. Free computer locks from IT

5.1.4. Active Enrollment / Petition to graduate deadlines

6. ESL SLO Updates

6.1 ESL 52C SLO: Nancy Currey distributed a summary of the ESL 52C SLO assessment results. She asked the faculty to look over the poem and questions used for the assessment and to contact her with any changes and/or additions.

6.2 ESL 52A SLO: Rebecca Bergeman announced that the assessment she completed last semester with Jenny Simon has been successfully entered into CurricUNET.

6.3 Suzanne Herschenhorn stated that she has completed the SLO for 51C but has yet to submit it in CurricUNET. She plans to do so in the near future.