

**El Camino College Humanities Division**  
**ESL Meeting Minutes**  
**March 13, 2014**

In attendance:

Currey, Nancy

Kline, Matt

Mochidome, Debbie

Degnan, Kevin

Lew, Tom

Simon, Jenny

Geraghty, Elise

Llado, Nitza

Uyemura, Evelyn

Herschenhorn, Suzanne

Loya, Rebecca

**1. SCHEDULING**

1.1 Evelyn expressed concern about the summer (2014) scheduling of ESL writing classes.

She noted that students who are taking ESL 53A now can take ESL 53B in the first summer session and ESL 53C in the second summer session, leading them to ENG 1A in the fall 2014 semester. She worries that students will be rushed through the program too quickly, completing the entire ESL writing program in one year. Discussion was made about this. Jenny believes that this accelerated format could be beneficial for ESL students who can keep up with the pace. Elise went over the registration process in this kind of scenario, emphasizing the importance of grade forecasting. Evelyn asked if the schedule for next year could be revised so that the summer writing offerings could be reversed so that 53C could be offered in the first summer session and 53B could be offered during the second summer session. The faculty agreed that it is important to study how the students do this summer in the two ESL writing courses and how they do in ENG 1A.

**2. PROGRAM REVIEW—a look at the ESL mission statement**

2.1 Rebecca pointed out the current ESL program's mission statement and asked the faculty if they thought that adding additional wording that would include ideas such as teaching students about everyday life issues and preparing for vocational work would be a good idea. The faculty agreed. Evelyn rewrote the new and improved mission statement. The old and new statement can be read below:

Old Mission Statement

**"Students will have adequate listening, speaking, reading, writing and academic skills to successfully complete transfer level classes upon completion of the credit ESL program."**

New Mission Statement

**"The mission of the ESL department is to equip students with adequate listening, speaking, reading, writing, and academic skills to enable them to be successful in everyday and vocational situations and in transfer-level classes."**

2.2 Elise showed the faculty the current ESL web page and asked if they wanted the mission statement to go somewhere on the page. Everyone agreed that the web page looked boring and that the mission statement along with pictures and other things should be added. Elise asked the faculty to think about this and tell her their ideas at the next ESL meeting.

### **3. SLO and PLO ALIGNMENT**

3.1 Kevin confirmed that the faculty members know which class SLOs are being assessed this semester and that the program's SLO timeline is complete. He also explained how the program SLOs will be assessed at the same time since the sequence of courses are being assessed.