

ESL Department Meeting Minutes

November 18, 2025

In-Person Attendees: Allison Carr, Matt Kline, Rebecca Loya, Jenny Simon; **Division Office:** Scott Kushigemachi, Erica Soohoo; **Zoom:** Elise Geraghty, Debra Mochidome, Laila Dellapasqua (PT), Samaneh Rouhi (PT), Tawnya Cola (Counselor)

General Business:

1. EOPS/CARE, NextUp, CalWORKs, and Guardian Scholars Recognition
2. Caring Campus Moment
3. Parking Enforcement
 - Faculty were reminded to register their vehicles using the Honk app to avoid being ticketed.
4. Bookstore Update
 - Scott reminded faculty to review the email sent out by Dean Crystle Martin and confirm/submit requests for textbooks for Spring 2026. There will also be customer service from Barnes and Noble on-site at the Bookstore to assist starting in Spring 2026.
5. Fall 2026 Schedule
 - Faculty reviewed and discussed the Fall 2026 schedule.

Updates:

- A. ESL Updates (Rosa)
 - No representatives in attendance.
- B. Academic Senate (Stephanie B., Larry, Brittany, Sean, Erica B.)
 - No representatives in attendance.
- C. AFT/Union (Stephanie M., Elayne, Mora, Sean).
 - No representatives in attendance.
- D. ASO
 - No representatives in attendance.
- E. Counseling (Tawnya)
 - Cashier's Office has temporarily moved to the Financial Aid Office in Student Services. If students have issues with registering for CCN courses, faculty can send them to Counseling to assist with completing an add form.
- F. DCC (Chelsea, Matt K.)
 - Volunteers for course review:
 - ESL 51A/NESL 51A - Debbie
 - ESL 51B/NESL 51B - Debbie
 - ESL 51C/NESL 51C - Jenny
- G. Guided Pathways (Argelia, Chris P.)
 - No representatives in attendance.
- H. SLO (Elise)
 - No update.