

ESL Department Meeting Minutes

September 5, 2023

Attendees: Elise Geraghty, Matt Kline, Rebecca Loya, Debra Mochidome, Jenny Simon, Evelyn Uyemura, Rosa Gutierrez, Saeid Atoofi, Nataly Nitchen, Laila Dellapasqua, Scott Kushigemachi, Allison Carr, Erica Soohoo

Not in Attendance: N/A

Updates:

- Academic Senate
- AFT
- DCC
- SLO
- Counseling
- ASO
- ESL Coordinator

General Business:

- SLO Reminder (Elise)
 - ESL COURSES - LEADS FOR SLO ASSESSMENT FALL 2023
 - ESL 53A/NESL 53A (SLOs 1-3) Evelyn
 - ESL 53B/NESL 53B (SLOs 1-4) Rebecca
 - ESL 53C/NESL 53C (SLOs 1-4) Elise
 - NESL 02D (SLOs 1-3) Matt

Department Business:

- Department Meeting Modality (Scott/Allison)
Discussed format of meetings going forward. Faculty agreed that either format works, either in person or online (using HyFlex).
- Open Entry, Open Exit (Scott)
Faculty are able to add up until week 14. A shared list of open NESL classes will be created using Google sheets and faculty can provide add authorization if accepting additional students. Grading will be P (Pass), NP (No Pass), or SP (Satisfactory Progress). Satisfactory Progress means the student is on the right track, but did not attend all classes. A prerequisite clearance to advance to the next level can be provided upon instructor approval.
- Student Worker Account (Scott)
The department agreed to a proposed breakdown of the division's allocation by department and including the division office. It was proposed that the ESL allocation could be shared with the division office, however no official vote was taken.
- Prerequisite Challenge Process (Scott)
This item will be discussed at the October department meeting.

- Mirrored ESL (Scott)
Scott discussed the possibility of adding to the number of non-credit students allowed to take the mirrored classes and adjusting the cap.
- 1A for ESL Fall '23 (Scott/Allison)
Faculty discussed the new English 1AE class designed for ESL students which is in the process of being created.
- ESL Cut Scores (Scott/Allison)
Faculty discussed the credit ESL classes where students are taking a survey to self-assess. The inclusion of a written test will be postponed pending further review.
- WIOA Grant (Matt Kline)
Matt discussed the WIOA grant for NESL courses, including the requirement to provide data on student attendance on a monthly basis. He clarified that for the NESL students in mirrored ESL courses, providing monthly attendance data is not required. The grant is for \$136,000 annually, provided that certain conditions are met.
- Classroom Technology Training (Erica)
A brief discussion/demonstration was provided to faculty regarding common classroom technology issues.