

World Languages and Cultures Department Meeting Minutes

September 16, 2025

Attendance: Argelia Andrade, Maria Barrio de Mendoza, Andrew Gard, Andrés Moina, Nina Yoshida; **Division Office:** Scott Kushigemachi, Ed Rice, Erica Soohoo; **Not in Attendance:** Donna Factor (SL)

General Business:

1. New Online Bookstore
 - Faculty reported that they've noticed prices at the new online bookstore seem to be higher. Andrew shared that he was able to have his books listed as marketplace which provided lower priced options.
2. MyECC RE: Class Roster Layout/Features
 - Faculty brought up issues they're encountering with the roster in MyECC. Scott will let ITS/Lillian know that faculty are encountering these issues.
3. Online Class Schedule
 - Faculty brought up issues they have with the searchable schedule. Scott will let ITS/Lillian know that faculty are encountering these issues.
4. Advisement and Placement for Entry-Level Courses
 - Faculty discussed issues with students entering SPAN 1 despite being capable of being in a higher level. Scott will follow up with counseling to explore options.
5. Coordination of Lab Hours
 - Andrés will be the faculty point person for coordinating and scheduling Language Lab hours.
6. 8-Week Hybrid Spanish 1 section / Statewide Shortened Courses Project
 - Andrés brought up concerns with lower engagement with students in the 8-week Spanish 1 class.
 - Scott shared the shortened course project and faculty are open to offering more short-term courses.
7. Updates on the Possible Language Exchange
 - María shared updates about a possible language exchange. Faculty interested in working on creating survey for students to assess the demand should contact María.
8. Dual Enrollment Processes
 - Faculty agreed on changing the process. Scott will work on creating a requirements agreement form for level 1 requests. Higher level requests will be directed to speak to faculty during office hours.
 - FERPA and Parents Reminder
9. Active Shooter Drill on 9/25
10. RSI
 - Scott shared the checklist and reminded faculty to explain the use of VHL/Pronto on Canvas to ensure the platforms that aren't accessible to auditors are noted when they review for RSI.
 - An RSI workshop will be held on 10/2.

Updates:

- A. Academic Senate (Stephanie B., Larry, Brittany, Sean, Erica B.)
 - No representatives in attendance.
- B. AFT/Union (Stephanie M., Elayne, Mora, Sean)
 - No representatives in attendance.
- C. ASO
 - No representatives in attendance.
- D. Counseling (Sabra, Rosa, Amy, Rocio)
 - University Fair Flyer (Emailed)
- E. DCC (Chelsea, Matt K.)
 - No representatives in attendance.
- F. Guided Pathways (Argelia, Chris P.)
 - No update.
- G. SLO (Andrew, Nida, Elise)
 - No update.