

World Languages and Cultures Department Meeting Minutes

March 4, 2025

Attendance: Argelia Andrade, María Barrio de Mendoza, Alicia Class, Donna Factor, Andrew Gard, Andrés Moina, Nina Yoshida, Debbie Mochidome (ESL), Rocio Diaz (Counseling); **Division Office:** Scott Kushigemachi, Erica Soohoo

Updates:

- Academic Senate (Stephanie B., Shane, Kevin, Brent, Sean, Erica B.)
 - No representatives in attendance.
- AFT/Union (Shane, Susan, Elayne, Mora, Sean)
 - No representatives in attendance.
- ASO
 - No representatives in attendance.
- Counseling
 - Rocio shared drop-in hours and counseling updates.
- DCC (Chelsea, Matt K.)
 - No updates.
- Evolve (Argelia, Chris P.)
 - Upcoming Summits
- SLO (Andrew, Nida, Elise)
 - Faculty agreed that Andrés will be the lead for the upcoming SPAN-1 SLO assessment.

General Business:

1. Collaboration with ESL (Debbie)
 - Faculty discussed an opportunity for WLC students to practice language skills with ESL students.
2. Follow-up from Fall (Scott)
 - SPAN and JAPA program narratives were submitted.
 - The website directory has been updated to reflect WLC.
 - Rocio confirmed she has spread the word not to direct students with prior experience directly to level 1.
3. Meeting Location (Scott)
 - Faculty agreed to try the new meeting location in the Administration building during Fall 2025.
4. Copy Center Update (Scott)
 - Scott clarified that email orders can be sent to Sidney if faculty aren't able to get to campus and that less complex orders have a 2-3-day turnaround.
5. Lightleap AI (Scott)
 - Scott provided an update on the new vendor.
6. WLC Language Lab
 - Language Lab Makeover (María)
 - María shared the makeover plans with faculty. Faculty can email María with feedback.
 - Language Lab Schedule (Scott)
 - Scott let faculty know that approximately half of the budget was spent during fall. A projection of current hours will be done, since faculty would like to add additional staffing to the lab.
 - Lab Assistance (Argelia)
 - Future lab staffing plans were discussed.
7. Faculty Student Assistant Funds (Nina)
 - Faculty agreed that the student assistant funds will be split between students for Argelia and Nina.
8. Fraudulent Student Detection Best Practices (Nina)
 - Faculty discussed the issues that fraudulent students are creating and best practices for handling them.
9. Future Items: Immigrant Student Success Center
 - If Josefina is available, she may present at a future meeting.
10. Summer 2025 Staffing (SPAN)
 - Summer 2025 scheduling was discussed. Argelia will take one of the unstaffed SPAN-1 classes.
11. Fall 2025 Scheduling
 - The Fall 2025 class schedule was circulated and faculty signed up for classes.