

**El Camino College Humanities Division
ESL Meeting Minutes
April 4, 2013**

R. Bergeman	X	N. Currey	X	S. Herschenhorn	X	M. Kline	X	N. Llado	X
D. Mochidome	X	J. Simon	X	E. Uyemura	X	G. Coughlan	X	E. Savina	X

1. ACCREDITATION

1.1. SLOs

1.1.1. Review of ESL 52A SLO: Elise Geraghty presented the ESL 52A SLO to the ESL faculty. This SLO report was brought to her attention as being insufficient in content and explanation. The faculty went over each section and pointed out areas that could be improved. Except for a misspelled word, everyone agreed that the SLO was satisfactory as far as SLO report requirements are concerned. The ESL faculty had no trouble understanding the terms, data, and explanation of the SLO assessment as it is stated in the report. Elise asked the faculty to submit original assessments and any rubrics used in their assessments to her. She keeps paper and electronic files of all SLOs in her office. Suzanne Herschenhorn asked if she would need to record student speeches when assessing ESL speaking/listening courses. Elise said that only notes and rubrics would be acceptable. Suzanne also asked if there were any exemplary SLO reports available for faculty to look at. Elise said there are currently no public examples of exemplary SLOs available to view, but we will discuss as a group.

1.2. Curriculum

1.2.1. AX –53C: informative flier: Elise Geraghty suggested that someone from the department create a flyer to inform the campus of the English AX to ESL 53C change. The new title of the course will be in the fall 2013 schedule of classes. Nancy Currey volunteered to create the flyer. The faculty agreed to begin announcing the change to all of their ESL classes.

2. Fall 2013 Schedule

3.1 ESL class schedule: Evelyn Uyemura volunteered to take a look at the current ESL course schedule to see if there would be a better way to schedule ESL class times. She asked a few questions, like how long ESL classes are and how many minutes apart classes can be scheduled in a classroom.

3. Program Review

4.1 Matt Kline and Rebecca Bergeman asked for volunteers to help with different sections of the ESL Program Review. He said that he has placed a copy of the old Program Review, the Program Review template, and ESL research data on MyECC. Suzanne Herschenhorn asked if a meeting could be arranged to go over, prepare and discuss what needs to be done for the report. Matt affirmed and agreed a meeting would be a good idea. Evelyn Uyemura and Jenny Simon volunteered to help.