

El Camino College Humanities Division
ESL Meeting Minutes
April 7, 2015

In attendance: N. Currey, S. Herschenhorn, M. Kline, N. Llado, Rebecca Loya, D. Mochidome, J. Simon, E. Uyemura, S. Sabio (counseling), T. Lew (dean), E. Geraghty (associate dean, K. Degnan (SLO facilitator, A. Andrade (SLO facilitator), Huy Duc Le (student senator)

1. ANNOUNCEMENTS

- 1.1 **CAREER AND MAJORS FAIR:** Tuesday, April 14 from 10:00 to 2:00 on library lawn.
- 1.2 **MYRIAD student readings:** Thursday, May 7th 1-2. EAST DINING ROOM.
- 1.3 **Humanities spring part at Kate McLaughlin's place: Saturday, April 25th from 4-7pm.**
- 1.4 **ACADEMIC AWARDS CEREMONY:** Wed. April 15, 5:00 p.m.: East Dining Room
- 1.5 Grade Forecasting: Forecasting begins immediately and ends on Friday, April 17, 2015
- 1.6 Evaluations: Complete packets (self-eval, grades/attendance/syllabi) due to evaluators and Charlotte by Friday, April 17, 2015 / entire packet due April 24.

2. SLOs and PLOs

2.1 SLOs being assessed spring, 2015; assessment leaders:

- 53A: Matt Kline
- 53B: Evelyn Uyemura
- 53C: Nancy Currey

2.2 Elise asks that leaders request assessment reporting sheet in style they want. Data is due when final grades are due; assessment reports are due in TracDat by week 2 of fall semester (though we recommend submitting reports, if possible, at end of semester).

2.3. PLO 3, the writing PLO, is being assessed this spring:

- Elise provided data for SLO assessment results for SLOs aligned with PLO 3, the writing PLO: *Upon completion of the credit ESL program, students will have the writing skills to successfully complete English 1A.*
- Jenny Simon agreed to serve as lead for PLO 3 assessment report, which is due at the end of spring semester.

3. ESL CONSISTENCY PROJECT update (Nancy Currey)

3.1. The group held a practice norming session on March 24 and will have a "real" norming session at the end of spring semester in order to consistently assess the 53C SLOs.

4. SPRING 2016 SCHEDULE

4.1. Allison Carr will be covering ESL classes starting this fall and will continue to do so while she serves as College Curriculum Committee chair. It is understood that Allison's requests will be given special consideration because of her college-wide contribution on the curriculum committee.

4.2. Some modifications/additions were made to the spring, 2016 schedule.

4.3. REMINDER: During the November 18, 2014 meeting, the faculty agreed to the following: *Teaching of ESL 53C: Elise confirmed with the faculty that they have agreed to teach either 53C or 1A at least once a year, and even better, once per semester.*