

Agenda and Meeting Notes:

Present at the meeting: Amelia Akers-Martin, Britta Burton, Kara Chambers, Jennifer Costanza, Lora Glaser, Myo Myint, John O'Neill, Joan Powers, Julaine Rosner.

1. Announcements:

- ACE meeting on Negotiations, Benefits
- 4-6pm, N2-301

2. Myo: NEH Building Bridges across Cultures Project: National Endowment for Humanities grant to promote Asian Studies topics in curriculum. Myo and other representatives who attended from Mission would like to focus on Southeast Asian Studies. Myo et al will present it to the Academic Directions Committee. The question is: Who will 'own' the program? What degree or program will this potential program lead to? Can we infuse these topics into existing programs?

3. Amelia: new non-credit course: Conversation Skills Development for Non-Native Speakers:

Synopsis:

This will be a noncredit class to replace the traditional "conversation groups" that have taken place at the lab. For the past few years, the number of conversation leaders from Comm 19 has slowly declined. I talked with Steve Lipman about the future of this activity and found that he was looking for a new alternative in order to offer more structure for the students in Comm 19. Otherwise, he projected no future for the ESL conversation leader option for the class.

Here are the highlights of the new course:

- Noncredit course aimed at non-native speakers currently in ESL, or those who have finished the ESL program
- Focuses on the intermediate level of ESL conversation (lower or higher levels can join also)
- Min quals for the instructors are those for ESL and Noncredit ESL
- The Comm 19 students would assist the instructor in the classes (leading small group discussions, etc)

The course is infinitely repeatable

It would be held 30 hours total, or basically 2 hours per week.

Questions for Amelia: Would there be a cap on the class? Not sure.

Where would the FTE come from? Mina says that she can get FTE through a non-credit.

What evaluation would the teacher use? Simple rubric indicating 'improvement' or 'repeat.'

What level will it be aimed at? Intermediate in order to target the largest audience. We discussed targeting a certain level but making it open to everyone.

4. **The BUDGET:** Tim and Kathy will be at the meeting next week in order to discuss this. If the tax increase doesn't go through, 560 FTS will have to be cut from the entire college, ie 40 sections.

Discussion was about: Why is the enrollment so low? Perhaps because no paper schedules were provided. Perhaps because the add process was so onerous. The add codes frequently did not work. Some of the complications related to enrollment included: EQs are now being enforced; in other words, students were not allowed to enroll in a class lower than their placement level. Perhaps our efficiency goal was unrealistic to begin with.

5. Any remaining issues on placement and registration? COMPASS placement is not working well. Jennifer thought that 60% of students or more are scoring 970 or less. Some of the prompts have been compromised—students come in with prepared writing. Is the problem with Compass or is the problem with the cut-off scores? Jennifer thinks that the problem is with the cut scores.

6. Compass Validation, What to Expect: Lora says that we will be providing validation packets in ESL Dept.'s boxes. We have to look at each student in our section and answer questions in order to come up with more accurate cut scores.

7. **Lab-Sharing:** Your thoughts: The people who are using and sharing the ESL Lab will discuss offline the sharing system.

8. **Associate Faculty Evaluations:** Please sign up for them. These packets will be passed out at some future time.

- Full Evals: Kathy Haven, Sharon Kruzic, Paula Lee, Flannery Norton
- Student Surveys only: Fred Allen, Ann Harding, Cheryl Hertig, Heather Jellison

9. **Update on ESL 980 Curriculum:** The meeting with English will take place on October 2nd. Reps from ESL will talk about the proposal for a new upper level writing class. It was emphasized that this course was proposed at the request of Tim Karas and representatives from the AANAPISI grant.

10. **Any changes in schedules for SP2013:** Britta wants to promote her 960G online in this semester's 950 classes.

11. **Committee Reports:**

- a. **Tech Committee:** Britta explained that the Tech Committee no longer reports to the Senate. They report to GAP.
- b. **Matriculation:** Myo thinks that we need new people on Matriculation (they need Dept. Chairs or Div. Chairs) and BSI, for example.
- c. **Senate:** Lora mentioned new appointments made at Senate, including GAP, Outreach and Advisory Committee, DBAC, Safety Committee.
- d. **CRC:** Kinesiology is starting a new program and developing its curriculum.