

Present:

Full-time: Barbara Assadi, Megan Ernst, Karen Hamilton, Paul Mayer, Debbie Robiglio

Adjunct Morning: Hannah An, Susana Aramyan, Bette Bond, Marilyn Burghdorf, Harriet Cohen, Carolyn Corrie, Caroline Depiro, Romina Derbedrossian, Karen Deukmejian, Edwin Fallahi, Kathy Grammer, Deborah Henneker, Claire Ingels, Annette Kargodorian, Jane Lin, Susanna Martirosyan, Kim MacDonald, Jill McDowell, Rob Mott, Wayne Qian, Margaret Richer, Arusyak Sargsyan, Mari Sahakian, Marcia Sibony, Kathryn Son, Dianne Starke, Debbie Tannenbaum, Charlene Worthley, Nune Yeganyan Linda Young, Pat Zayas.

Guest: Ophelia Carrasco—Calworks

Margaret Mansour –Mental Health

Zo Kaye—Library Liaison

Elodia Collins--CCCPC

Adjunct Evening: Marina Adamian, Miriam Aintablian, Bob Ballenger, Andrew Bunnell, Patty Carroll, Dana Eusan, Rocio Fernandez-Presa, Carlos Gozalo, Mimi Khalel, Miriam Krawchuk, Anahit Makhmuryan, Susanna Martirosyan, Alfred Romulo, Susan Ryan, Katherine Sarian, Robert Shields, Valerie Silverio, Esthella Siegrist-Tortes, Thelma Torio, Hasmik Tovamassian, Larry Watts, Linda Young, Dennis Van Bremen.

In the absence of the division chair, Alice Mecom; Megan Ernst, opened the meeting by thanking the instructors for being flexible with their summer and fall assignments.

Announcements:

Larry Watts is getting married. An envelope was passed so interested instructors could sign a congratulation card and make a donation.

Elodia Collins—CCCPC Report

The morning campus tour bus only had 15 students. The evening bus tour had 42 students. Without instructor support for future tours, the tours may be cancelled. The credit process workshops will be held on May 13. It was suggested these workshops should be held on division meeting days to lessen the impact on classroom instruction time.

Zo Kaye—Library Liaison

Zo has returned from her sabbatical and will resume as the Noncredit ESL library Liaison.

Ofelia Carrasco—Calworks

The Calworks department is having a Calworks student recognition event on Tuesday, June 5, from 12:30 to 2:30. More information will be distributed at a later date. At least 70% of all Calwork participants are Noncredit ESL students.

Armenian Genocide Evening Event

Marina Adamian gave a presentation in her classroom for all interested students. It was suggested that it become a regular event in future semesters for all time sessions.

Classroom File Cabinets

It has been reported students are assessing materials in the file cabinets. Instructors may want to secure tests and other sensitive materials out of student reach.

Steven Maggiore---Heinle Cengage Learning

Heinle Cengage Learning can custom make books to an instructors needs, including only chapters and teaching materials instructors actually use. Instructors should contact him for more information.

Summer Schedule

The summer classes must start with 24 students enrolled or they will be cancelled. Alice is trying innovative scheduling to attract students. More VESL themed classes will be offered. Karen Hamilton is currently working on the VESL Curriculum.

Marketing Plans

Marketing ideas were discussed with instructors providing additional ideas.

1. Having GUSD announce ESL classes with the robo call system
2. Providing fliers to the GUSD Welcome Center.
3. Providing information to student services personnel.

It was also suggested reminder forms, with the students choice of classes, be given to students to assist with their online registration.

Noncredit ESL Retreat

The retreat will be held on Friday, June 13, from 8:30am to 4:00pm.

Senate--Paul Mayer

The senate voted to have Rick Perez investigate the usage of 03 and 01 monies.

Guild—Caroline Depiro

A Guild meeting will be held on the Garfield Campus May 14 in room MP203 from 11:50am to 12:50. Instructors were advised of available ancillary funds available and strongly encouraged to use funds.