

Noncredit ESL Division Meeting

September 10, 2015 11:00 a.m. (day)/8:15 p.m. (evening)
Garfield Campus: MP203

MINUTES

Present: Division Chair: Deborah Robiglio

Full-time Faculty: Barbara Assadi, Megan Ernst, Karen Hamilton, Tiffany Ingle, Paul Mayer

Morning: Hannah An, Susanna Aramyan, Euphronia Awakuni, Betty Bond, Marilyn Burghdorf, Harriet Cohen, Caroline DePiro, Romina DerBedrossian, Karen Deukmejian, DiGiovanni Fanshen, Edwin Fallahi, Katherine Grammer, Deborah Henneker, Daniel Janoyan, Annette Kargodorian, Armineh Khanbabian, Ewa Lichwa, Kim MacDonald, Jill McDowell, Wein Qian, Robert Mott, Margaret Richer, Mari Sahakian, Arusyak Sargsyan, Sato Naomi, Silverio Valerie, Kathryn Son, Charlene Worthley, Linda Young, Patricia Zayas

Evening: Marina Adamian, Mariam Aintablian, Robert Ballenger, Monica Barrios-Zamora, Edward Bernard, Rodney Borr, Casey Chung, Inga Eguizarian, Dana Eusan, Katherine Grammer, Mariam Krawchuk, Sandra Limina, Anahit Makhmuryan, Asmik Margaryan, Susanna Martirosyan, Paul McGarry, Alfred Romulo, Susan Ryan, Katherine Sarian, Esthela Siegrist, Hasmik Tovmasian, Dennis Van Bremen, Larry Watts, Nune Yeganyan, Edgardo Zayas

Guests: Margaret Mansour – Mental Health Counselor, Ophelia Carrasco - CalWORKs

Minutes Approved as Written

Announcements

Emergency procedures: Deborah Robiglio announced that emergency procedures should be posted in every classroom.

Smarthinking: Smarthinking is an online ESL tutoring resource. If you are interested in introducing it to your students, there are demo accounts that you can use.

CASAS data: Be sure to fill out the Entry forms correctly. This gives us accurate information about our student body and is a tool in advocating for our students.

Subbing: Inform the office if you are absent. The sub will not get paid if there is no record of your absence.

Rosters: Keep your roster and paperwork updated. For new students, make sure that they are registered, backdated, and their attendance is entered.

New faculty: Our new Full time Faculty, Tiffany Ingle, was welcomed.

Professional development update: Megan Ernst announced that the upcoming CATESOL conference will be on November 13th. Mileage, meals and registration can be paid by the college. Since the event is within 50 miles of GCC, hotel costs will not be paid. The mobile device workshop will be on Friday, September 18. Sign up online. There will be another technology workshop in October. More details will follow. In addition, we are going to have workshops that focus on successful methods for teaching grammar. Multiple workshops will be offered to accommodate everyone's schedule.

Instructional technology: Volunteers are being sought to take a look at what we have in terms of our instructional technology resources. We can be creative with mobile apps and other options as an additional resource. Flex is available.

Certificates and Computers for ESL: The work you have done to promote our certificate program is appreciated. Our certificates are reported as part of our student success report card. Please continue to promote our Computer Basics for ESL class which is required for our Intermediate and Advanced certificates. We will be changing certificate requirements once our course outlines are approved.

CRESL/VESL: We received a Basic Skills grant this year. Kirk Vaughn from Credit ESL will continue to work with us to make the transition from Noncredit to Credit easier by offering additional support to the CRESL teachers and by administering the Credit ESL test to higher-level students. VESL is expanding. We have added a Level 4 at night. Karen Hamilton is the coordinator for that program and she is teaching and developing the curriculum. We received some money through the Student Equity grant which is designed for students who are underrepresented. Our Latino students fit that category. We are working to create a welcome center and assist those students. If you have students who are interested in language instruction for the workplace, please send them to see Karen Hamilton.

Verbal assessment results: Instructor feedback concerning the verbal assessment will be discussed at our next meeting. Some changes to the exam will have to be made.

Future of NCESL and Credit ESL: This issue has been examined and discussed. Feedback has been collected. Deborah Robiglio will report back when she knows more details.

Seat load: There is an issue with our classes that are held in the MP building. These classrooms are larger and they hold more students. As a result, the teachers who teach in MP have larger groups of students. Teachers do not need to have more than 40 students present in class. If instructors choose to accept more than 40 students, it is at their own discretion.

Senate: Paul Mayer announced that the Senate gives academic scholarships to the best-performing students. In the past, instructors have donated to this fund. If you desire to donate, please contact Cameron, the Senate treasurer, at hastings@glendale.edu.

Guild: Caroline DePiro reported that the Guild is pushing hard for a raise. In the last negotiation session, we got a decent offer but we are continuing to work to improve that offer.