Noncredit ESL Division Meeting May 7, 2013 & May, 9, 2013

Present: Alice Mecom, Division Chair

Full-time: Paul Mayer

Morning: Hannah An, Bette Bond, Misty Cho, Harriet Cohen, Caroline DePiro, Romina DerBedrosian, Karen Deukmejian, Edwin Fallahi, Kathy Grammer, Deborah Henneker, Claire Ingels, Daniel Janoyan, Cheryl Johnson, Annette Kargodorian, Arlene Kushida, Jane Lin, Kim McDonald, Jill McDowell, Susanna Martirosyan, Rob Mott, Margaret Richer, Rebecca Rodriguez, Mari Sahakian Marcia Sibony, Kathryn Son, Dianne Starke, Noriko Yamamoto, Nune Yeganyan, Linda Young

Evening: Marina Adamian, Miriam Aintablian, Susanna Aramyan, Bob Ballenger, Rodney Borr, Marilyn Burghdorf, Inga Dabagyan, Fanshen DiGiovanni, Dana Eusan, Rocio Fernandez-Presa, Carlos Gozalo, Mimi Khalel, Miriam Krawchuk, Anahit Makhmuryan, Sofia Manaserian, Kirk Olgin, Alfred Romulo, Susan Ryan, Katherine Sarian, Robert Shields, Valerie Silverio, Esthella Siegrist, Tina Tarnelli, Thelma Torio, Hasmik Tovamassin, Larry Watts, Charlene Worthley, Dennis Van Bremen

Minutes approved with the addition of instructors who attended the April meeting and were not signed in. These instructors will email Marie with their names.

Zo Kaye—Library Liaison

Zo has created an informational video of the GC library that instructors can show to their students in the classroom. She has also created a multilingual dictionary of library terms for student use. In the fall 2013 semester, Zo will be taking a sabbatical to earn her TESOL certificate. Brenda Jones will be the library liaison for Noncredit ESL.

Summer School

Summer school has been staffed. At this time there are 15 classes. Depending on the outcome of negotiations, more classes may be added.

MP309 Lab

The lab will be opened during the summer from 9am-7pm, Monday through Thursday, for student use.

Summer Registration Dates

Priority registration will be June 12. Open registration will be June 13. Registration will start at 8am both mornings.

Room TR 211 Lab

Instructors were reminded to take their class to the TR211 lab before registration day, so students can check that their online passwords are working.

Tuesday-last week of school

Alice asked instructors to email her with activity ideas for that day and she will forward them to everyone.

Linking summer Noncredit ESL Classes to OBT Classes

A flier advertising summer afternoon OBT classes will be provided for morning ESL instructors to distribute to interested students.

Armen Kocharian Tile

A room at the Main Campus Library has been dedicated in his honor. Money collected by Noncredit ESL staff will go towards a tile to be placed at the Garfield Campus in his memory.

NC ESL Scholarship

The idea of having a Noncredit ESL scholarship has been researched by Karen Deukmejian. It was decided to make this a topic of discussion at the ESL retreat in June.

Fall 2013 Staffing

Fall staffing is in progress. Assignments will hopefully be distributed in a few weeks.

Using the same books & ordering books

It was decided that requiring instructors to use the same books is not feasible. Alice has been in contact with Pearson and is working with them on the possibility of a webpage where students can order books directly through the company.

Tech workshop

The tech workshop was presented by faculty who had received OTAN training. They shared how they implemented powerpoints into their teaching. These will be posted under teacher resources, staff development link.

Noncredit ESL Retreat

The retreat will be held on June 14 from 8am-4pm. Pay is available for instructors attending. A request was made for concurrent sessions, and a schedule to be provided in advance. Topics to be discussed are:

Moodle/Technology

VESL

Verbal Pilot Exam

Conversation Program

Scholarship

Student-Centered Classrooms
Program Data Review/Assessment

Senate—Paul Mayer

A meeting will be held on May 16 regarding MOOC (Massive Online Open Classrooms). Online learning is becoming a reality and is the sign of the future.

Marcia Sibony—Guild

Marcia spoke on the restructuring of Instructors pay scale. She will be holding a Guild meeting on Wednesday, and all instructors should attend.