

American Language Department Meeting Agenda
Tuesday, April 8, 2014
2:30 - 4:30 PM
66-218

Present: Glenda Bro, Evelyn Hill-Enriquez, Jennifer Leader, Barbara Mezaki, Nona Stokes

1. **Review of minutes from March**—The February minutes were approved as amended.
2. **Announcements and update from Humanities Division**—Glenda reported that because of contract language, chair's evaluations of adjuncts must now receive a signature from the Humanities Division before the evaluations are returned to the adjuncts.
3. **Department Web Page**—The department discussed ideas for links and information to be included in our updated department web page. Jennifer will continue to work on learning Omni Update so that she can create a draft for the updated page.
4. **SLO Writing Assessment** – The department considered some sets of papers and their corresponding prompts from our fall writing class SLOs. Discussion ensued concerning our Use of Results: we will focus on how to ensure better norming among faculty and how to use more uniform assignments the next time the department conducts writing class SLOs. We may also need a more specific rubric in addition to using the scope and sequence. Glenda will look in to finding data on AMLA student success rates in English 68. As a follow-up in the fall, we will give a common, in-class writing for each of the three levels to determine standardization/refinement of the SLO process. This “in –house SLO” topic must given to faculty before summer.

Upcoming SLOS for next fall were noted according to our 4 year rotation plan: 56, 57, 58, 59 and 21. These will further determined in May.

5. ePIE Department Goals and Accomplishments—The department agreed upon goals and accomplishments for the 2013-15 ePIE.

6. Liaison reports

Matriculation: Nona and Evelyn recommended that we take action early on in writing classes to help students by week four to be self-assessing enough so they can decide whether they are satisfied with their placement. The department will consider how to do this at our May meet.

Senate Reading Competency Task Force: Glenda and Jennifer reported that the task force has interpreted that the College is not out of Title 5 compliance with its current reading placement and reading competency assessments. However, the READ department has agreed to allowing multiple attempts at the DRP test in the same manner that students may re-take the AWE, COMPASS/ESL and the math placement test.

Tutoring: Evelyn reported that she is thinking of giving AmLa tutoring the summer off due to the difficulty in finding tutors and the low numbers of summer student participation. Another idea would be to have “by appointment only” this summer and have tutors create tutoring materials in their down time.

International Student Advisory Board: Barbara reported that board revisited their goals and is attempting an impact study. They were apprised of the College’s plans to build an international student dormitory.