

## MINUTES

### SPRING FLEX DAY 2014 (2/22/2014)

**Present:** Aaron Salinger, Andrew Chang, Kurt Kemp (present for an hour), Lízbet Sanchez, Luisa Howell, Manuel Castillejos, Serena Ott, Solène Halabi, Yuki McPhail and the majority of the adjunct faculty for each department: Florence Erturk, Lina Lahham, Alis Panosian, Marguerite Nguyen, Rae-Shae Chen, David Wu, Yi Shin Ho, Chiu-Chin Chang, Meijuan Dong, Susan Fu Njoo, Chih-Ping Chang, Miriam Boada, Esther Vogel, Buenaventura Ugas Abreus, Dallia Gomez, Guillermo Labrit, Enriqueta Leyva, Saeko Saito, Yumi Parks, Saori Tauchi, Yuka Brown, Emi Okubo, Grace Kiang, Jun Fukushima, Mihoko Luther, Luisa Spanu, Petra Petry, Valerio Giovanelli, Maria de Benedetto,

General Department Meeting (6-160)	<ul style="list-style-type: none"> <li>✓ Welcome by co-chairs</li> <li>✓ Introduction (New Faculty: Dalia Gómez &amp; Enriqueta Leyva)</li> <li>✓ Pending searches for fall 2014: German &amp; Japanese</li> <li>✓ Schedule configuration process : reiterate the process to all adjunct</li> <li>✓ Division plans for future scheduling: rolling over schedules &amp; added classes to Spring 2014 schedule</li> <li>✓ Department meetings &amp; Co-Chair hours: distributed</li> </ul>
SLO Meeting	<ul style="list-style-type: none"> <li>○ Introduction and orientation to SLO work – Solène explained what each language department should do about the SLO, stressing about a dialogue that should take place between all professors.</li> <li>○ French faculty assisted the full time faculty in each language.</li> <li>○ Luisa coordinated the Spanish section, Serena the Italian, Chih-Ping the Chinese, Yuki the Japanese, and Solène was checking on each department for any questions, comments....</li> <li>○ A copy of the written report will be sent to Solène for submittal to SLO Committee.</li> </ul>
General Department Meeting (Cont'd)	<ul style="list-style-type: none"> <li>➤ Printing Services New Procedure explained</li> <li>➤ Information on SDS &amp; Syllabus Info</li> <li>➤ Yearly Evaluations – Process info &amp; feedback was provided</li> <li>➤ Linked classes in fall 2014: presentation of all the linked classes and the benefits to the Dept.</li> <li>➤ Curriculum feedback:               <ul style="list-style-type: none"> <li>○ Presentation of the honors &amp; hybrid classes,</li> <li>○ the Spanish Transfer degree &amp; its impact on other languages.</li> <li>○ The possibilities to consider: Liberal Arts degree, certificates, study abroad, etc.</li> </ul> </li> <li>➤ Title 5 Grant               <ul style="list-style-type: none"> <li>➤ Workshops in English for students of foreign languages was considered</li> <li>➤ Test to place bilingual students and heritage speakers was discussed</li> <li>➤ Placement test</li> </ul> </li> <li>➤ Mid semester Foreign Language Department Professional Development Workshop will be organized in April</li> </ul>
Lunch & Social Hour	Lunch was provided by Vista Higher Learning
	<b>Individual Language Meeting</b>

Michela Santostefano, Victor Garcia.

Minutes taken by Solène Halabi