

**Department of Foreign Languages**  
**WEDNESDAY, May 7<sup>th</sup> @ 2:30pm IN SMART LAB**  
**Approved Minutes taken by: Lízbet Sánchez**

Present: S. Halabi, L.Howell, Y. McPhail, M. Castillejos, S. Ott, A. Salinger, P. Petry, C. Chang, L. Sánchez

1. **Approval of minutes:** April (Approved)  
Moved by Serena Ott, seconded by Lízbet Sánchez
2. **LLC building update:** Peggy Marcy  
Breaking ground Fall 2016  
FLD urged to push for the two “general lecture classrooms” in the new LLC to be assigned to the FLD.
3. **Spanish for Heritage Speakers :**  
Aaron and Lízbet are waiting for feedback from Jim O’Campo  
Aaron met with Professor Costa, CSULA in regards to their program. They are willing to work on articulation between MSAC and CSULA.  
The placement examen at CSULA does not differentiate between heritage and second language learners. Heritage learners are placed in higher level classes. Lízbet presented on “Cultural and Project -Based Learning and the Heritage Learner” at our in house FLD Spring Flex DayWorkshop.
4. Feedback from co-chairs on evaluations  
Recommendations were given to modify the procedure of assigning classes.
5. Nomination of chair for summer  
Nominated today: Manuel Castillejos, Chih-Ping Chang  
To be voted on: May 21<sup>st</sup> – 28th, in person, see Kim García
6. Nomination of chair for academic year 2014- 2015  
Manuel nominated Solene and Luisa as Co-Chairs. Seconded by Serena and Petra
7. Be aware: SLO and courses inactivated  
All courses must assess SLO’s and update or the courses may be inactivated.
8. Request to fill:
  - a. Replacement for Renée Andrade
  - b. New division’s procedure – Rubric to request which positions will be filled.
9. Hiring: New faculty for Japanese – One new instructor starting in the fall:

Grigor Ketenchian

10. Hiring for French: committee – Solene, Luisa, Petra, Aaron, Yuki

11. Scheduling concern – conflict with adjunct schedule

12. Curriculum:

a. Equivalency for Chinese: follow-up

b. Linking classes – no up-dates given

13. Up-to-date for classrooms observations and students' evaluations.

a. Classroom observations for this semester: Enriqueta Leyva - , Dalia Cisneros – (yes- Castillejos), Maria de Benedetto – (tbc – Velikovic) , Martha Blake (yes- Sánchez), and Antonio Fuentes- (tbc- Velikovic).

14. Reports: Faculty Association & Academic Senate – Given by L. Howell.

15. WORKING ON THE SLO – whole faculty activity

16. Next meeting: Wednesday, June 4<sup>th</sup> (Meeting location TBA)