

**Mt. San Antonio College  
Foreign Language Department Meeting  
Wednesday, March 11, 2015  
2:30 – 4:30 pm, Bldg. 66 Room 218  
Approved minutes**

Present Prof. M. Castillejos, Prof. C. P. Chang, Prof. S. A. Halabi, Prof. L. Howell, Prof. K. Kemp,  
Prof. Y. McPhail, Prof. M. Luther, Prof. S. Ott, Prof. A. Salinger

Item 1 **Approval of minutes from previous meeting**  
Postponed

Item 2 **Credit by Exam**

The benefits of offering credit by exam were discussed. There seems to be demand for credit by exam as some Mt. SAC students have gone elsewhere to take advantage of this option. Offering credit by exam at Mt. SAC would protect college enrollment. However, such an option could hinder FLD enrollment.

Whether students can be charged for credit by exam is uncertain. Jim Ocampo has explained that students cannot be charged for the actual test. Jamaica Fowler may be invited to a future department meeting to help pinpoint the difference between a test charge and a credit charge.

It was noted that the FLD placement exam company also offers STAMP exams.

Item 3 **Counselor liaison**

Alina Hernandez is the counselor liaison for FLD. She should be invited to a future department meeting.

Item 4 **Language Learning Center Faculty Evaluations**

The Language Learning Center Faculty should discuss their evaluation process with Academic Senate. Neither the faculty evaluation form nor the librarian evaluation form allows to accurately evaluate them.

Item 5a Faculty Association Report: **FLD Placement Exam**

Academic Senate will be discussing the placement exam proposal in April. The FLD may be able to begin administering the placement tests in Fall 2015.

- Item 5b Faculty Association Report: **New parking structure and student housing**
- The construction of dorms for international students has been blocked. There have also been protests against the construction of the new parking structure. The city of Walnut fears an increase in traffic related to it. The city refused to reimburse any funds related to moving the structure. The construction will continue as planned.
- Item 5c Faculty Association Report: **COLA**
- COLA will increase this year but the amount is unknown. Pasadena City College received an increase of 10%.

### **ONGOING FLD INITIATIVES**

- Item 6a **Class size reduction**
- The request for class size reduction may only be made in conjunction with the course 4-year review.
- Item 6b **Honors classes**
- The new director of the Honors Program has requested that honors classes and regular classes no longer be stacked.
- Item 6c **FLD Placement Exam**
- See item 5a.
- Item 6d **Spanish ADT degree**
- The description of a Spanish 10 class has been completed.
- Item 6e **Curriculum development – Interpreting Certificate**
- President Scroggins has agreed to reimburse faculty for developing this certificate. It was suggested that the individuals working on the project determine the total number of hours necessary to complete it. It was decided to follow up with prof. Brian Jones-Ramey to better understand the nature of a general court interpreting.
- Item 6f **Curriculum development – Russian Program**
- The request for a Russian program needs to be based on demographics or on potential business interests.

Item 6g      **Chinese equivalency**

Serena moved to approve the Chinese equivalency with minor changes. Kurt seconded the motion. All approved.

**NEW FLD INITIATIVES**

Item 7a      **Hiring in Italian and Japanese**

The hiring committee will meet on a Friday in May. The specific date is to be determined.

Item 7b      **Arabic and Italian Equivalencies**

Serena moved to approve the Arabic equivalency. Andrew seconded the motion. All approved.

Item 7c      **Credit by Exam**

See item 2.

Item 7d      **Liberal Arts Degree in Languages**

An unused Liberal Arts Degree may be modified to become a degree in Foreign Languages. It would act as a transfer degree even though it wouldn't have this title.

Item 7e      **SLOs**

Full-time professors are expected to review SLOs in their respective language area. Adjunct faculty may be paid at the non-teaching rate for up to 3 hours of SLO work. Emily Woolery of the SLO committee needs to be notified of the date and time of SLO meetings in order to initiate the process for adjunct pay.

Item 7f      **National Heritage Learning Resource Center meeting**

Faculty was reminded of the meeting with NHLRC representatives on 3/25 from 2:30 to 4:30 pm.

Item 7g      **Purchasing deadlines**

Faculty was reminded of the general fund purchasing deadline on Tue 3/17.

Item 8      Hospitality funds were replenished.

The next department meeting will be Apr 8, 2015  
Minutes taken by Serena Ott