



Funding Request for Adjunct Involvement in Departmental SLO Activities

Requesting party: Solène Halabi

Department: French, German, Arabic, Japanese

Meeting date: December 5th, 2015

Purpose of meeting: To review, follow up and create new SLOs in French, German, Japanese, and Arabic within the Department

We will include all adjunct faculty in the department and are scheduling the meeting for a Saturday based on requests from our adjuncts. We will discuss the SLO evaluation process.

Number of faculty estimated to be in attendance: 24 (1 full time and 23 adjunct)

Meeting duration in hours: 2 (2-hour maximum for funding)

Describe in detail what will transpire at the meeting and why resources are required:

Last academic year, 2014-2015, the French, Arabic, and German Department worked on SLOs for all levels. This academic year, 2014-2015, the Department has hired new faculty and I will work with them and the others on the SLOs for all levels.

For all previous years, the adjunct faculty have been coming once a semester, on a Saturday, to work on the SLOs of all levels. Our collaboration was very effective as our adjuncts had worked on SLOs at other campuses. We made good progress, but still have items that need immediate attention and others that request follow up, and the establishment of new SLOs. The collaboration was collegiate, cooperative and very fruitful for all.

We plan to meet on Saturday, December 5th. (We decided on Saturday because our adjuncts have indicated this is the best day for them to attend since many of them teach on a Friday or work at high school.) The breakdown of our meeting will be as follows:

***First hour** - General department informational meeting.

***Second and third hour** – Department will work on the SLOs for all level of Arabic (Level 1 and 2), French (Level French 1 to French 4), Japanese (Level 1 to 4), and German (Level 1 and 2).

Resources required: salary payment for our adjuncts based on “non-teaching salary” schedule.