Minutes: ESOL Department Meeting
Thursday, September 28, 2017
3:00-4:30 T 450

1) Cool things teachers are doing with Canvas and Distance Ed standards

A. Chelsea showed us some samples of what she's doing with her Canvas shell in her hybrid 52A class. Erika is also using Canvas for her face-to-face class.

- The Sandbox is for playing around before launching the actual shell. Anyone can get a Sandbox now if you'd like to prepare for next semester.
- Quizzes (timed, group, etc.)
    - you can upload files (i.e. audio, video, Google slides)
    - many types of questions (multiple choice, T/F, etc.)
- Assignments
    - you can make prerequisites so Ss can't skip assignments
    - assign weights and categories
    - you must post assignment before grading it
- Grading
    - color-coded pins for comments
- Rubric
    - 'show rubric' button
    - to see their graded rubric, S can go to 'speed-grader'→ 'view rubric'
- Pages
    - Example: a 'Homework' page for Ss to refer to
- Attendance
    - you can select all present, then cancel individual Ss
- Plug-ins
    - Wave (browser plug-in, shows if a page is accessible)
    - Zoom (online video platform for class discussions, commenting, etc.)

C. Transition to Canvas / Help

- Open to everyone in Spring 2018, required for DE courses in Fall 2018
- Help (for Peralta version and free version)
    - Help button for phone support. Anyone can call for help even if you are using the "free" version this semester.
    - Drop-in tutoring, Webinars, learn.peralta.edu
- Quizzes can migrate from Moodle to Canvas
- A subcommittee will review Distance Education from Online Education Initiative
    - Are online pages interactive, accessible, etc.

2) Fall 2018 changes to Teacher Evaluations and Requirements to Remaining in Pool

- Seniority in part-time pool
- Teach 4 out of 8 semesters AND Achieve 'Surpasses Requirements' to get into and stay in the pool.
- If you get below "Surpasses Requirements" you can be re-evaluated in the two following semester to reach "surpasses requirements."

3) Grammar Community of Practice Report

- How to make connections across all courses

4**) Immigration issues**

- Information table in the Quad (Club Rush)
    - Tues 10/3, Wed 10/4
    - Forum on 11/15

5) A's Stadium

- PFT hasn't come out with official position
- Diversity Committee will send out a survey
- Get involved with Faculty Senate
- Reply to President's survey
- Community petition
- Join Google group: Laney Land for Students\

6) Announcements

a] Orientation and assessment

- Starts mid-October
- More readers are needed contact Barbara if you've been trained.

b] Start checking Peralta email

A test message will be sent out on Monday, Oct. 2. Please respond. After Barbara confirms that everyone is on Peralta email, she will send messages out on peralta email instead of listserv and will not forward FAS messages to the listserv anymore. All official communication from the department and college should be via peralta email. Teachers are still free to use the listserv to communicate among each other if they wish.

c] File for a certificate by October 20

- Information is also on the ESL website

d] Reminder: Part-timers can get stipends for SLO work

- $60 for participating and submitting results
- $60 for discussing the results and making an action plan. Your participation in the discussion must be documented.
- $20 for entering the data in TaskStream
  -The Learning Assessment Chair will send out forms to fill out to receive the stipend in November.

e] Acceleration Rosters tentatively due Tuesday, Nov. 7

- Details will be sent out a couple of weeks before as well as Rick's students agreement forms showing that they agree to their placement for the following semester
- New teachers talk to full-timers

f] Non-credit courses

- Courses have been approved, enhanced non-credit certificate has not been approved (However, as of 9/29 it was)
    - Must have a sequence, mastery of skills, lead to a certificate of competency
    - 4 credits, 8 weeks each (2 semesters), 12 hours per week contact hours
    - Not on schedule for the spring yet

g) Spring Assignment

- Assignments for Spring 2018 not yet been given