**Department Meeting, August 15, 2014**

Introductions

Dean: Chuen-Rong Chan (pronounced chwen) [cchan@peralta.edu](mailto:cchan@peralta.edu)

Chuen 464-3221

no assistant yet

Curricunet

1. go to [www.curricunet.com/pccd](http://www.curricunet.com/pccd)
2. select course DON'T SIGN IN
3. select Laney
4. select ESL
5. type the course number, NOT THE NAME

Post your syllabi to the department website

1. go to [laneyesldept.wordpress.com](http://laneyesldept.wordpress.com)
2. top left - dashboard - new - page
3. type in your name in this form: 284AB Fa2013 DBrooks
4. copy and paste your syllabus into the big white space
5. find "parent" on the right and scroll down to Syllabi - and subheading "grammar," "reading-writing," "listening-speaking" or "other"
6. click "publish"

\*\*if you can't do the parent part, post your page anywhere and then call or email Deborah to put it in the right place

Make sure your syllabi match the course outline

Add something about the strands -

1. Critical thinking
2. Research/Technology
3. US Classroom Culture/Study Skills
4. Accuracy
5. Integrated Skills - R/W-L/S- receptive and productive skills

**COMMITTEE REPORTS**

Assessment

Advanced - Pat Reed - Advanced students need more pronunciation, pre-recording so they can adjust their presentation

High Beginning - need listening focus

Spring – We’ll assess listening/speaking courses and miscellaneous courses

Faculty Senate

Sonja, Suzan and Josephine are our reps, Lisa is the president of the faculty senate

Curriculum Committee (Annie and Steve)

Annie is getting the ESL to ESOL name change pushed though to the State

Working on AA degree and transfer programs to get them all updated to our current curriculum

Professional Development (Sonja and Kathleen P.)

Looking for more opportunities to work together with ESL and English

There is money available for teachers to do conferences, trainings, etc. Part timers need to have been in the district for 4 consecutive semesters.

There's a link to Professional Development on the left side on the [laney.edu](http://laney.edu) site with forms to apply for funding.

APASS (Lisa)

"APASS Acceleration College" is a group of Intermediate/High Intermediate teachers who are getting paid to work together and develop the materials for a cohort. Teachers will be mentored and work together throughout the semester.

PATHWAYS (Steven and Suzan)

Steven will teach the low level cohort this session, but they'll be adding a second section of the low level cohort. Also add a cohort that includes high beginning reading writing and then one that is for high intermediate to advanced.

This semester's Cohort:

Writing Workshop

High Beginning Speaking-Listening

High Beginning Grammar

Students must take the full set. 8:30-3 T/TH, 9-10am Wed

Low level teachers should refer students with both low speaking/listening and low grammar to Suzan for placement. Flyers will be available in 413 and on the website. LINK HERE

PLACEMENT TESTING

A new rubric has been tested and validated for placement on our current curriculum 4-level scale instead of the old level 1-6 scale. Several teachers have now been trained on the new rubric INSERT HERE

ESOL CERTIFICATE

It's a local certificate, approved by the State, but not a transferable degree. Someone will need to be designated/hired to look at a student's transcript to see if they have enough units at a certain level of achievement to earn this certificate. Someone will see if someone can get paid to do this....

ACCELERATION

The acceleration reports did not get entered in the computer last time, so students couldn't register online for the accelerated course. We'll have to look at the ways to do this this semester. Counselors had the lists and our letters. Counselors had to agree to accept our emails as approval.

ESOL-ENGLISH COLLABORATION

https://201or52to1A.wordpress.com is a new blog Annie has set up for this discussion

3 English teachers and 15 ESL teachers shared experiences and issues and began a discussion of the transition from 52 to 1A

DIVISION MEETING

Our Dean is very interested in hearing from us. Email him at [cchan@peralta.edu](mailto:cchan@peralta.edu) and his cell number is 415-521-6968.

Dean may cut classes that are under 15, but over 15 is pretty safe. Two weeks in, if classes aren't full still, we're not sure....