

# Arts & Letters Division

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ESL Department Meeting  
Thursday, May 12, 2011  
Bldg, 2700 – Room 2751, 3:30 p.m.

## AGENDA

- I. **Call to Order**
- II. **Approval of Minutes**
- III. **Fall schedule** *pick final overload*
- IV. **Syllabi** *even now there are some syllabi not turned in.*
- V. **eFollet - Book orders**
  - a. Information to be submitted to Grace and Sara
  - b. Desk copies
- VI. **Committees Needed**
  - a. Curriculum Review Committee
  - b. Placement Questions
  - c. Student Learning Outcomes
- VII. **ESL Festival** *RIP*
- VIII. **Accreditation** *help*
- IX. **Mentoring/Evaluation of adjuncts**
- X. **Status of Extended Campus**
- XI. **Schedule Next Meeting**
- XII. **Adjourn**