

Arts & Letters Division

World Languages & Speech Communications Department
Wednesday, May 11, 2011
3:30 p.m., Bldg 2700 – Room 2780D

UNADOPTED MINUTES

Present:

Liisa Mendoza, AMSL	Romano Sanchez-Dominguez, SPAN
Jesus Esqueda, Counselor	Javier Rangel, SPAN
Glenn Swiadon, FREN	Bruce Page, SPCH
Brian McNeece, Dean	Jose Ruiz, Department Chair

Absent:

Laura Mosier, SPCH

I. Call to Order

The WLSC Department meeting was called to order by Jose Ruiz at 3:34 p.m.

II. ATLAS Grant Update (Jose Ruiz)

a. Futures Forum

Jose encouraged faculty to attend the Futures Forum which will take place on Tuesday, May 17th in room 2734 from 3:30 p.m. -4:30 p.m. The topic covered will be “iPads, Cell Phones, and You.” He stated that mobile technology is important as it is beginning to be incorporated more with teaching.

b. Train-the-Trainer Showcase

The train-the-trainer showcase will take place on Friday, May 20th from 1:00 p.m. – 5:00 p.m. Lunch will be provided in the faculty lounge from 1:00 p.m. – 2:00 p.m. and the event will take place from 2:00 p.m. – 5:00 p.m. Jose stated that Laura Mosier is part of this showcase. Brian commented that three groups were developed during the last Atlas training session: collaborative, culture sensitive, and technology.

III. SB 1440 Update (Jose Ruiz)

a. TMC Communications Major

Jose reported that the TMC communications major is now up-to-date with the inclusion of SPCH 150: Intercultural Communication.

b. Speech 150: Intercultural Communication

SPCH 150: Intercultural Communication was approved last week by the Curriculum Committee. Laura Mosier will be teaching this class in Fall 2011.

c. Other majors in our department?

Jose asked for feedback in regards to TMC and its impact on other majors within the WLSC Department.

IV. Student Learning Outcomes (Jose Ruiz)

a. Collect Data

Jose reminded faculty to collect assessment data for their SLO Cycle Assessments.

b. Cycle Assessment

Jose asked that faculty meet to complete cycle assessment forms. Glenn asked that Jose review the SLO changes he has made to the French courses in Curricunet.

c. Curricunet

Jose reminded faculty that sample reading/writing and out-of-class assignments need to be provided in the Course Outline of Record. Textbooks older than five years need to be updated unless there is a justifiable rationale to maintaining the same textbook.

V. Fall 2011 Schedule (Jose Ruiz)

a. Flexie

Jose reported that the first draft of the flexie was out. He asked that faculty review their courses for accuracy. Online courses need to have dates and times listed. Changes should be forwarded to Grace Espinoza.

VI. Spring Awards

The ASG spring awards will take place on Friday, June 3rd in the Old Eucalyptus School House, dinner will be served at 6:30 p.m. and the program will commence at 7:30 p.m. The following WLSC students will be recognized:

- a. AMSL – Bernadette Marcuson
- b. French – Daniel Estrella
- c. Spanish – Jamie Hargues
- d. Speech – Stewart Namao

VII. Other

a. eFollet

Jose asked that textbook orders be submitted to Sara Hernandez and Grace Espinoza. Desk copies will be ordered by instructors.

b. Drop Policy

Liisa Mendoza asked if the drop policy discussed during the last Division Meeting is being applied this semester. Brian McNeece stated that the drop policy has always been that students can be dropped for two consecutive weeks of non-attendance.

VIII. Adjourn

The meeting adjourned at 4:10 p.m.

Recording Secretary: Grace Espinoza