Imperial Valley College

Program Review

Program: 1501, Description: ESL

Acct Description	Org Description	Actual (09-10)	Budgeted (09-10)	Requesting	Justification	Prio
4320 Instructional Supplies and Mat	211 Arts and Letters	$0.00	$0.00	$50.00	necessity	10
4320 Instructional Supplies and Mat	211 Arts and Letters	$0.00	$0.00	$821.00	Initial request was put in the wrong program	8
4401 Non-Instructional Supply / Mat	211 Arts and Letters	$0.00	$0.00	$50.00	necessity	10
4455 Copying/Printing	211 Arts and Letters	$0.00	$0.00	$5,125.00	necessity	10
4460 Office Supplies	211 Arts and Letters	$0.00	$0.00	$0.00	Needed Office Supplies	10
4480 Hospitality	211 Arts and Letters	$0.00	$0.00	$0.00	TO improve meetings attendance	0
5210 Travel - Mileage	211 Arts and Letters	$0.00	$0.00	$0.00	incentive for attending local/ regional conferer	1
5220 Travel - Staff Conferences	211 Arts and Letters	$0.00	$0.00	$0.00	We need new ideas.	5
5310 Memberships and Dues	211 Arts and Letters	$0.00	$0.00	$0.00	incentive for professional development	1
5540 Telephone and Data Lines	211 Arts and Letters	$0.00	$0.00	$25.00	to contact publishers	5
5621 Copier Maintenance Agreemer	211 Arts and Letters	$0.00	$0.00	$3,000.00	We need a functional copier every day to print	8
5640 Equipment Repairs	211 Arts and Letters	$0.00	$0.00	$0.00	to facilitate quality instruction	0
5890 Other Expense	211 Arts and Letters	$0.00	$0.00	$50.00	To cover for unexpected expenses	0
		Totals: $0.00	$0.00	$9,121.00		

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Professional Development Resource Requests

PROFESSIONAL DEVELOPMENT NEEDS for ORG 211 - Arts and Letters AND PROGRAM 1501 - ESL:									
#	Goal	Goal Description	Item Name	Cost	Qty.	Prio.	New	Rev.	Grouping	Total
1	2	Excellence in Education - Provide a college	Staff conferences	$6,000	1	10	No	Yes		$6,000
									Totals:	**$6,000**

Long Justifications:

1 The current ESL faculty haven't attended significant professional conference for at least 3 years. Due to the location of IVC which limits professional development opportunities for faculty, it is important to provide faculty with a chance to network with other ESL professionals and get new teaching ideas by sending them to major conferences.

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Staffing Resource Requests

STAFFING NEEDS for ORG 211 - Arts and Letters AND PROGRAM 1501 - ESL:									
#	Goal	Goal Description	Item Name	Cost	Qty.	Prio.	New	Rev.	Grouping	Total
1	3	Develop Resources and Increase College Ef	New/replacement Faculty	$80,000	2	1	Yes	No		$160,000
									Totals:	**$160,000**

Long Justifications:

1 Over the last two years, ESL program lost two full-time instructors (Patti Biley and John McClain)whose positions haven't been replaced. Since losing these two positions, the program has grown; in 2009-2010 we offered 6 additional sections of the core classes compared to the previous two years when we still had those two instructors. Six sections equal 30 credits. So, we offered 6 additional sections without two full-time instructors. Six additional sections without two instructors means that those insructors who are still with the program have to teach overload classes and accept more students over the quota to accomodate the students enrolled in the program. Finding qualified adjunct faculty in Imperial Valley who could replace two full-time instructors, especially for morning and early afternoon classes, is a big challenge. That's why ESL Department is requesting to hire two full-time ESL instructors.

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Technology Resource Requests

TECHNOLOGY NEEDS for ORG 211 - Arts and Letters AND PROGRAM 1501 - ESL:									
#	Goal	Goal Description	Item Name	Cost	Qty.	Prio.	New	Rev.	Grouping	Total
1	2	Excellence in Education - Provide a college	Smart Classroom Equipment	$2,000	2	10	Yes	No		$4,000
									Totals:	**$4,000**

Long Justifications:

1 Some PCs assigned to the ESL faculty need to be replaced due to their age and poor performance. Replacing old computers with new laptops will allow more instructors to use programs like Easy Grade Pro and Engrade and provide students with up-to-date information regarding their grades and attendance. Also, the quality of instruction in ESL classrooms can be improved with new gadgets such as PowerPoint remote controls, clickers, and overhead projectors.