

ESL Department Meeting Agenda

Tuesday, October 4 2:00-4:00 PM

Katie, Alicia, Jacque, Jeanne, Linda, Jenny, and Anniqua

1. Final Description of ESL Program for International Educator Magazine (Katie and All)
 - a. Details below
 - b. Jenny will also contact Lucy Carter and Michele DeCoteau
2. Exemplary Program Award 2011-2012 (Alicia and All)

We should nominate our program: Please see the details below.
2. ESL Grading Standards (Katie and All)
 - a. SLO with assessment gather the assessment
 - b. Samples of grades: A, B, C, D,F
 - c. Discussion during spring
 - i. Focus on grammar/writing
 - ii. Good practice
 - iii. Sharing information on an inter and intra-departmental level
 - iv. Providing guidelines for new faculty
 - v. Mastery learning
 - d. The process
 - i. By the end of the semester gather (A, B, C, D,F) student samples
 - ii. Identify criteria (rubric) and document it to share with department
 - iii. Spring 2012 discuss documents and establish department norms during department meetings
 - iv. Lead into program SLO meeting
3. Pay to Stay Tuition Policy (All)
 - a. CBET classes will be recoded out of this
 - b. Jan 4-17 students will dropped if they haven't paid
 - c. November 2011 intensive counseling in classes: Levels I and II (Jeanne, Alessandra, and Jacque)
 - i. Linda will train ESL faculty during next meeting
 - ii. BOG and FAFSA forms
 - iii. Prepare them for next semester
 - iv. In-class sessions about financial aid to help students
 - d. ESL Counseling/Orientation schedule
4. ESL as part of Word Jam in January, June, and August (Jenny)
 - a. Measure G funds –August 2012-ESL faculty to lead ESL word Jam
 - b. It's free with lunch for students
6. Curriculum Update (Alicia and All)

Remove pre-requisite block for all ESL courses, which rather than facilitating student access has created obstacles for students.

Recommend basic skills advisory. Students can't repeat courses.
7. CBET Update (Linda)

Morning program might be cut in John Gill and Taft because of low enrollment
8. District ESL Conversation Update (Jenny)
9. Other?

Conversation circles to be announced next week. TBA

The English as a Second Language Program at Cañada College

Situated atop the hills overlooking the Silicon Valley, Cañada College is home to one of the most extensive English as a Second Language programs in the Bay Area, serving a student population of more than 1,500 immigrant and international students. Setting it apart from many other programs in the region, Cañada's ESL department offers a complete range of course levels from beginning to advanced and a full complement of language skills including writing, grammar, reading, speaking, listening, pronunciation, and vocabulary. In addition, the program boasts several learning communities which give ESL students the opportunity to study in other disciplines, including math, computer technology, and early childhood education (one of the few learning communities of this kind in the Bay Area), while concurrently enrolled in their regular ESL courses. These learning communities are specifically designed to help both day and evening ESL students obtain certificates, improve their workforce skills, and progress through ESL into the many transfer programs available to them at Cañada.

The ESL department at Cañada College is also a major collaborator with several noteworthy community organizations throughout the Bay Area. One such partnership is the Community Based English Tutoring (CBET) program, an off-campus series of beginning-level courses designed to build a foundation of English skills which students can utilize at school, work, and home. Another key community coalition co-founded by Cañada College's ESL department is ALLIES, a network of educators and other community members whose mission is to address the special needs of the Silicon Valley's extensive immigrant workforce and their school-aged children. The goal of the ever-evolving program is to enhance opportunities for adult immigrants to acquire English language competency in order to help fulfill the American dream of social mobility and civic engagement and to bolster the economic foundations of our community. *For more information about the Cañada College ESL program, please see www.canadacollege.edu/academics/esl or call Jenny Castello, ESL Department Coordinator, at (650) 306-3472 or Linda Haley, CBET Program Coordinator, at (650) 306-3495.*

<p>Describe the indicators of overall program success. Jenny</p>	<p>PASS Adult school CBET Math English for Workforce Award ACE completion Award Recognition day/ Leaning Communities CBOT, ECE, Library</p>
<p><i>Supplemental Support or Evidence:</i></p>	
<p>Describe the identified need for the program and the innovative solution that was implemented. Alicia</p>	<p>Program review document introduction-paste from that document CBET information from silicon valley grant ESL and Math Barriers: transportation and childcare facilities</p>
<p><i>Supplemental Support or Evidence:</i></p>	
<p>Explain how the program collaborates with other programs on campus or within the community. Linda</p>	<p>Learning Communities, Adult Schools, High Schools, elementary school districts, ALLIES, AELA, Redwood City 2020...</p>
<p><i>Supplemental Support or Evidence:</i></p>	
<p>Describe how the program supports the principles of the community college mission. Katie</p>	<p>Access, degrees and transfer, workforce, basic skills, personal enrichment, diversity, response to the community</p>

Supplemental Support or Evidence:

Explain how this program can be a model for other community colleges. Anniqua

Based on data (quantitative/qualitative)
Collaborations that are unique to the area and the discipline
Vocational ESL in San Mateo county

Supplemental Support or Evidence: