

**Santa Ana College School of Continuing Education  
ESL Department Meeting  
Thursday, February 6, 2020, 2:30 p.m. – 4:30 p.m.  
Room A-113 at CEC**

**Attendees:** Laura Billiter, Sue Garnett, Marti Guerra, Song Hong, Rob Jenkins, Henry Kim, Colleen Lehman, Lilimar Lunar, Jose Lopez Mercedes, Nancy Pakdel, Sergio Sotelo, Ph.D., Mara Tavantzis, Rosita Valencia, Ph.D., Sandi Watts, and Merari Weber, Ed.D.

**Absent:** Eric Glicker, Ph.D. and Jarek Janio, Ph.D.

**Guests:** Sarah Salas

**Meeting Norms**

1. Take turns by raising hands when indicated by the Chair.
2. Be respectful.
3. Stay within your time.
4. End discussions with resolutions (when appropriate).
5. Prioritize the agenda items when an action is needed.

**Welcome:**

Henry welcomed everyone.

**Agenda changes:**

Sue will discuss IET/243 later if time permits.

**Public comments:**

Rob shared the status of Dr. Glicker. He is doing well. The department signed cards wishing him a speedy recovery.

**Approval of January 16<sup>th</sup> meeting minutes:**

Minor edits. Rob moved to approve. Sue seconded. Everyone agreed.

**Action/Discussion items:**

1. Remington/Outreach Issues: (Colleen, Henry 45 minutes)

It seems that support needs to be given to Remington to help build the classes via Outreach and others. They have canvassed the neighborhood, talked to the local church, etc.

Is there a conflict with wellness centers being around the REC site taking some of their students? It appears that Wellness Centers are not standardized.

Song Hong shared the situation at Esqueda with her ESL class and the Wellness Center there. Lupita, a Wellness Center staff member, has been very supportive and has even provided

dictionaries and other goodies for them (e.g., Husky dollars). Song has a contained classroom. They used to provide day care, but now they don't.

Sandi mentioned that she had a Wellness Center at her offsite, Monroe. The space is very open. She taught two class sessions a week, but it was hard to maintain a classroom focused when there is a lot of disruption.

Rob mentioned that Remington is not really a Center since high school is not offered there. It is more a large offsite.

Jose shared that he asked how many new students are coming into Remington. He shared that as of July 1<sup>st</sup>, 365 students have taken the placement. Out of the 365, 50 were part of the construction tech and 315 students have tested since July. Maybe 110-120 in the AM/170 in the PM. He wanted to know if we could check how many students have been placed in ESL by the CASAS pre-test. He wondered how many new students took the pre-test.

Laura shared that she has only had two new students from Beginning Low. She went to the church and made announcements at the church at two masses. She gave the information to Outreach but is not sure whether that went anywhere. She also noticed that the flyers at Remington don't have the correct information on them. She highlighted the importance of flyers have the correct information. She recommends more face-to-face relationships, etc. She suggested that Outreach be more proactive and purposeful in their efforts for Remington.

Colleen mentioned that some of the faculty will be going to the local schools to introduce themselves to the schools and help with this Outreach. She also acknowledged that attendance is low everywhere. She shared that Michelle is having her students advertise Remington on their own personal FB pages.

Sue suggested finetuning the data. She suggested that it's time for a Remington specific polo shirt to help with outreach. Perhaps using the avocado tree as an inspiration for the logo on the shirt.

Rob suggested a banner advertising Remington so that people on the freeway can see that a school is there.

Henry reminded everyone that not all schools/districts have an Outreach team. Henry made three points:

- Posters advertising the Fast-Track ESL classes under the CEC Registration Office counter were removed so they need to be reposted to outreach and advertise them.
- Outreach need to help advertise these classes.
- Retention rates are high in these courses so Outreach staff can provide the data when they talk to potential new ESL students.

2. ESL Book Subcommittee updates for Summer 2020: (Henry, Nancy, Marti, Lilimar, Mara 20 minutes)

From last summer's sales, \$525.00 raised and were put into the Janice Jensen Memorial Book Fund. Beginning Low and Beginning Low/High Combo information was provided in the minutes of the last Book Committee. Henry shared their hope to continue to do this summer again. Jose shared that this booklet is an OER document that is available for free if students choose.

Book list – A discussion was ensued about the various books that are on the list and what they want to consider for the summer. Ventures Transitions may work out OK. Some positives and some negatives were shared.

Rob mentioned the EL Civics Conference at SCC and stated that all publishers will be there and suggested that the Book Committee members should consider attending and taking a look and discussing what is new from the publishers.

Henry asked whether we thought SparkCharts would be a good thing to have at the bookstore for students to purchase. Everyone said that they had no issues with the bookstore selling them as a resource for students. Some members said they wouldn't recommend them, but they didn't object to the bookstore selling them.

### **Informational items:**

1. ESL Certificates: (Henry, Sarah 5 minutes) – Sarah said that we should send students to her for certificate requests. She said that she has a brochure ready to send for duplication but that Dr. Sotelo needs to approve it. Dr. Sotelo said to send him the request again. Sara reminded teachers to enter the grades as soon as possible for our students and have students update their emails. Ps and COMs count toward a certificate. Students who place at a higher level meet the certificate when they complete the higher-level class. Reports are generated by Sarah Salas.
2. Update from SAC: (Henry, 3 minutes) Regarding the TELD validation from Maria Beltran: The ESL credit and noncredit full-time faculty at SAC and SCC need to meet to do an item analysis of the TELD test because of the curricular changes in EMLS courses and since we are not sure if the state will recommend a new test, we will continue to use it for now. \*Henry asked the FT faculty to stay a little after the meeting to discuss this along with the PA/PR.
3. SCE Guided Pathways Fairs in March @ CEC/REC/DSPS/Equivalencies/CORs/Asian Pacific Student Program @ SAC – (Merari, 10 minutes) Merari shared that we will have two SCE GP Fairs, one at Remington on March 10<sup>th</sup> and one on March 12<sup>th</sup> at Centennial Education Center. In these fairs, students will learn about our various SCE programs. Food and drink will be provided via Equity funds for both morning and evening students at both sites.

Merari shared that she went to a DSPS Workshop during SAC's flex week and learned a lot of important information that she shared with the AEC ESL teachers via Canvas. She will send the PowerPoint to Henry so that he can share the information with all of our ESL teachers.

Merari attended the Academic Senate Retreat where we were reminded to have a department conversation about our equivalencies to make sure they were up-to-date and in line with the state requirements. Everyone was reminded that SLOs were needed to be included in our CORs. It seems that ESL has SLOs in our CORs already.

Merari has been in touch with Credit counselor, Thu Nguyen, who is spearheading the Asian Pacific Student Program for our Advanced ESL students. Two workshops have been scheduled at SAC's AEC, one on February 13<sup>th</sup> from 10:15a-10:40a and the other on February 19<sup>th</sup> from 6:15p-6:30p to help students learn about this opportunity. Henry will be in touch with Thu Nguyen to coordinate workshops at both CEC and Remington.

4. Sue shared the entire IET plan for this year. She said that she will be working on the 20/21 plan in April. Deans currently need to schedule where our collaborations are going to support Career Education in Santa Ana including the Digital Literacy courses.

Sue shared the RSAEC logic model and highlighted its new logo. She will send it to all via email so that we can all use it; the more of us that add it, the better it is. She mentioned the \$200k+ marketing campaign that is going. She stated that what people are seeing is the RSAEC logo on buses, YouTube commercials, etc. and the more of us use it, the more likely people will make the connection between the campaign and us. There is a marketing campaign going on that is leading people to our sites. Sue shared the five main goals under RSAEC:

- a) Increase capacity to maximize student completion rates.
- b) Increase integrated education opportunities for students in basic skills and career education. (Sue is the lead for us on this team.)
- c) Increase access to students by offering flexible learning options such as online or hybrid courses. (Merari is the lead for us on this team.)
- d) Increase career education opportunities for students at Garden Grove Education Center. (Our Career Ed at SAC is going to Lincoln Ed Center to do automotive and work with the HVAC program.)
- e) Increase educational opportunities in healthcare pathways.

This is the three-year plan. Sue asked the committee to take a look at it and share any wisdom and ideas about where we can better serve our students in the Santa Ana area.

Henry reminded us that this is with three different sites SAC, SCC, and Garden Grove.

Sue shared an English for Work update about guest speakers. The embedded guest speakers has begun with Counselor Rondi Johnson who visited the classroom to discuss a specific part of a resume. The next presentation will be an employer visiting to talk to students about the hospitality industry. If there are students who are successful alumni who are working in the real world, please connect them to Sue to have a chance to share their story.

Other:

- Dr. Sotelo shared that he went to Pico Rivera for the opening of the Wa Wok Restaurant. There were a lot of local dignitaries (e.g., the mayor, state assemblyman). They gave the speeches and Dr. Sotelo said a few words supporting our former student. He shared some pictures with Sue. Sue shared the pictures with Jennifer Hoeger to share in our SAC SCE Newsletter.

Sue shared that the student was very happy and emailed afterwards expressing her gratitude. All is going well with her restaurant. She completed 7 courses with successful course completions. She knew what she wanted and took advantage of every course that we offer (e.g., Leadership, English for Work).

- Rob mentioned that the March 12<sup>th</sup> date for the Transformative Syllabus is a tentative date since Merari may not be available. If the date is not good, a Doodle may be sent to secure a good date.

Adjourn the meeting at 4:30 p.m.

Santa Ana College Mission Statement  
Santa Ana College inspires, transforms, and empowers a diverse community of learners.