

ESL Accreditation Meeting 04 Dec 2015

Faculty

Standards:

1. **Faculty members have education and training commensurate with their teaching assignments.** Minimum of Masters degree for credit-bearing courses and Bachelors with credential for teaching non-credit courses.
2. **Faculty have experience relevant to teaching students at the postsecondary level in their areas of assignment and demonstrate an ongoing commitment to professional development.** Experience and professional development: offer financial support for ft and pt instructors to continue professional development, such as attending conferences and training sessions.
3. **Faculty who teach English demonstrate excellent proficiency in English. In language institutions where languages other than English are taught, faculty demonstrate excellent proficiency in the languages they teach.** Demonstrate proficiency of faculty in the target language: we can assume from their earned degrees/credentials a level of language proficiency. Moreover, they will be gauged on their language abilities during the hiring process.
4. **Teachers in training are appropriately selected, trained, and supervised for the instructional situations in which they are placed.** We do receive students from the U in training, but do we have any vetting process and are we following SLCC rules about outsiders being in our classes?
5. **Faculty members each receive a job description and all the terms and conditions of employment in writing at the time they are hired and any time their duties or employment conditions change.** FT faculty do receive this information, as do adjunct college faculty, but how about PT instructors in SAT? Perhaps we could recycle the Adjunct Faculty Handbook from Dev Ed days. HR also has online a handbook for adjunct faculty—we need to see if this one is sufficient for our use. But SAT needs to make sure this information/handbook reaches each new hire.
6. **The program or language institution has an adequate number of faculty, whose duties are structured to permit timely and effective completion.** CEA does not seem to worry about the FT/PT ratio. Credit ESL has more hours taught by FT faculty, while SAT has more hours taught by PT instructors.
7. **The program or language institution describes to faculty clearly and in writing the performance criteria and procedures for evaluation at the onset of the evaluation period; conducts faculty performance evaluations that are systematic, regular, fair, objective, and relevant to achieving program or institutional goals; and conveys evaluation results to faculty in writing in a timely manner.** PT faculty should be evaluated at least once a year. This we do not do in SAT or level four, although English Dept faculty do undergo a regular, annual, stringent evaluation process. Brent has been the first Dean to actually visit SAT ESL classes. Levels 1-4 faculty could work together

on visiting classes and offering feedback, especially since 1-3 only have Brent and Maria as FT representatives.