

Proposal for ELI Funds (Form)

04-08-07

Title of Proposal: Coordinator for Off-Site ESL Classes
Academic Year: 2008-2009

Date: September 28, 2008

Person(s) Requesting Funds: Susan M. Franciskovich

Division: Language Arts

PRESS THE F1 KEY FOR CONTEXT HELP WHEN ENTERING INFORMATION IN THE TABLE FORM FIELDS BELOW. COLUMNS WILL EXPAND TO INCLUDE MORE TEXT.

Planned Action (Brief Description of Project)	Effective Practice and Strategy	New, Change, or Expansion	Expected Outcomes	Assessment/Dissemination of Results	Target Date for Completion	Responsible Persons/Dept	ELI Budget Category	Specific Budget Amounts Include Breakdown (or attach)
<p>This is a request for a pilot project to hire a Coordinator for the ESL Off-Site Program for Spring and Fall semesters, 2009. The primary need is for marketing, outreach, recruitment, curriculum development, and enrollment.</p> <p>Secondarily, the off-site coordinator will provide ongoing support to the off-site instructors and students.</p> <p>The Coordinator will be the liaison between the Language Arts Dean and the on-campus ESL program.</p>	<p>A.1 Developmental education is a clearly stated institutional priority.</p> <p>A.3 The developmental education program is centralized or highly coordinated.</p> <p>A.6 Faculty who are both knowledgeable and enthusiastic about developmental education are recruited and hired to teach in the program.</p>	<p>New</p> <p>The existing off-site classes have been coordinated by an on-site ESL instructor who already teaches a full load. The uniquely creative and demanding nature of the Off-Site project requires significant hours of work and travel time.</p>	<p>This pilot project would lead to expanded enrollments in the off-site classes. There are currently classes in Cutler/Orosi, Goshen, Hanford, Kettleman City, Earlimart, Pixley and Visalia. It is expected that this pilot program would result in classes in other small towns where the services of the College of the Sequoias ESL Department are needed and requested.</p>	<p>The recruitment results would be used by administrators and planners to assess needs for ESL instruction in the surrounding communities and plan for the future growth of the college. The results would supply useful information for the support of the college mission.</p>	<p>12/1/2009</p>	<p>Susan Franciskovich, ESL Department Helen Milliron-Feller ELI Coordinator</p>	<p>Other purposes directly related to the enhancement of basic skills, ESL instruction, and related student programs.</p>	<p>200 hours per semester @ \$30/hr. The basic work week would consist of 15 hours per week, with significant front-loading to manage recruitment, placement, enrollment and curriculum development each semester.</p>
	<p>D.1 Sound principles of learning theory are applied in the design/delivery of courses in the developmental program.</p> <p>D.5 A high degree of structure is provided in developmental education courses.</p> <p>D.6 Developmental education faculty employ a variety of instructional methods to accommodate student diversity</p>							

Other Required Institutional Resources (e.g. Facilities):

Other Funding Sources:

Check here if additional narrative (detailed history, need, rationale) is attached: Number of pages attached: 7

Distribution:

- 1. ELI Faculty Coordinator [Signature]
- 2. Division Chair/s [Signature]
- 3. Dean [Signature]

For ELI Use Only

Budget Committee Approval Approved Approved with Changes Noted Not Approved Resubmit with Changes Noted

Comments:

Jennifer Vega La Serna, Ph.D. Date

Ron Johnson, Ed.D. Date

Narrative to Support "Off-Site ESL Project Coordinator" Request

Submitted by Susan M. Franciskovich

College of the Sequoias officially began offering Non-Credit Off-Site ESL classes in January of 2008. Considering the start-up challenges for any new program, this program already shows great promise. The faculty hired to teach these classes have proven themselves to be successful and capable instructors. The curriculum was carefully chosen and has been well received by the students. The host sites have been welcoming, and there is a definite need in the outlying communities for COS's ESL Program.

The biggest challenge has been in the coordinating of this program. Working closely with the LAD Dean, Dr. Jennifer La Serna, Susan Franciskovich, an ESL Instructor, coordinated the program in Spring 2008. In addition, Andrew Bunnell, an ESL Instructor, has been coordinating the program for Summer 2008 and for part of Fall 2008. Both of these instructors have also carried a full teaching load.

Because of the time and specific non-teaching activities related to marketing, recruitment, curriculum development, and outreach for the off-site classes, the model of using an instructor with a full-time teaching load is not practical. There is significant time and travel required throughout the semester. An instructor with a full teaching load does not have the freedom to be available to the off-site instructors or to monitor the quality of instruction being delivered. For the success of the COS Off-Site ESL Program, it is mandatory that we establish an Off-Site ESL Coordinator position. The coordinator has to be free to travel frequently to the sites in order to establish a COS presence and monitor the instructors and classes closely. The Off-site ESL Coordinator will work in tandem with the on-campus ESL Coordinator, Susan Franciskovich and the Language Arts Division Dean, Dr. Jennifer La Serna.