



General Faculty Meeting
Saturday, December 17, 2016
10:00 a.m. – 4:00 p.m.

Location: inlingua **Doral** Center and via live simulcast to the inlingua Aventura, Boca Raton, Fort Lauderdale, Orlando, Tampa, and Weston Centers.

Agenda

1. Administrative Issues

- a. Briefing on [CEA](#) reaccreditation process
- b. [CEA Faculty Standards](#)
- c. [CEA Faculty Standard 1 checklist](#)
- d. Options for complying with revised requirements of CEA Faculty Standard 1
- e. Guidelines for acceptable TEFL/TESL/TESOL certificate and diploma programs
- f. Update on administrative structure of inlingua Head Office
- g. Official policies: question and answer session
- h. Other matters presented by instructors in attendance

2. Pedagogical Issues

- a. Continuing education and professional development for instructors: requirements and options
- b. Acquiring a holistic understanding inlingua's language assessment practices
- c. Mini-workshop:
 - i. *Navigating and Using the new inlingua Online Learning System*
 - ii. *Filling out inlingua Pedagogical Charts*
- d. Other matters presented by instructors in attendance

3. Instructor Question and Answer Session

- a. The floor will be open to all instructors to ask questions or make comments related to any aspect of inlingua policies, procedures, programs, and operations, whether of an administrative or academic nature.

4. Raffle: All instructors in attendance at the close of the meeting will be eligible to win one of four \$25 gift cards to popular eating and entertainment establishments.