

Communication and Language

Memo

To: Part Time American Sign Language Faculty
From: Breanna Andrews
 Co-Chair, Communication and Language Department
Date: July 30, 2019
Re: SPRING 2020

We are beginning the process of staffing classes for the **SPRING 2020** semesters. I would like to know your availability and preferences concerning teaching next semester. If you could return this information to me via e-mail (bandrews@craftonhills.edu) as soon as possible, but at the latest by **August 31, 2019**, I would appreciate it. Thanks.

Name _____

_____ I am not available to teach during the **2020 Spring semester**.

_____ I am available to teach 1 class / 2 classes (10 units max) during each semester.

Please mark an "X" in time slots that you cannot teach. Leave blank any times that are available to teach. If there class times you prefer, mark those times with a "P." I will do my best to accommodate your preferences.

	<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>
<i>7:00</i>					
<i>8:00</i>					
<i>9:00</i>					
<i>10:00</i>					
<i>11:00</i>					
<i>12:00</i>					
<i>1:00</i>					
<i>2:00</i>					
<i>3:00</i>					
<i>4:00</i>					
<i>5:00</i>					
<i>6:00</i>					
<i>7:00</i>					
<i>8:00</i>					
<i>9:00</i>					

Class Preferences. Check all that apply:

- ASL 101
 ASL 102
 ASL 103 (fall)
 ASL 104 (spring)
 ASL 105 (fall)
 ASL 115 (fall)
 ASL 200 (spring even year)
 ASL 205 (spring odd year)
 Deaf Culture
 Intro to Interpreting
 Fingerspelling/Numbers/Classifiers/Non-Manuals
 Dual Enrollment (High school class for college credit at Citrus Valley HS in the evening)

Please return this form or e-mail me this information no later than August 31, 2019.