

Developmental Education Committee

Meeting Minutes

April 18, 2019 • SSC-232 • 4-4:30pm

Summary of last meeting

- Proposal template needs to be updated
 - There are other needs for a more robust proposal
 - LMC has template that we can adopt
 - Goal of fillable template and easy to access to forward proposals to one of the 3 funding sources (3SP, Dev Ed, Equity)
 - We were previously operating under the assumption that the funding would be combined but it will not be.
 - Intersectionality piece – use blended funds to work through proposals differently

Library Textbooks Proposal – Dan Kiely

- This is an update/addition to a previous proposal
 - At the end of this year, Dan will conduct surveys.
 - As of now \$18,000 has been spent on 300 textbooks
 - Uses existing logistics and infrastructure of having students check out a book through library barcode system
 - Bookstore flexible on returns to accommodate changes
 - Puente and Umoja are the simpler to purchase books for. For Mesa, it is a more complicated process: 15 out of 50 eligible students participated
- Proposing to add student athletes. Selected student athletes that are more active would participate (est. 50-75 students).
 - MESA students and student athletes will be allowed textbooks for 2 classes.
- Potential replacement cost of textbooks is added to this proposal to cover cost of books if a student does not return a textbook.
- Issues/Questions to work through:
 - What determines eligibility (student athletes and MESA)?
 - PUMA populations are part of Dev Ed's purview
 - Selections should be based on enrolled courses.
 - One strategy is Dev Ed's approach is to math and English in the first year
 - Any math with a co-requisite is considered pre-transfer level
 - An obstacle with the Umoja sociology class – some companies do not offer print or only offer print if an online version is purchased.
 - Work with instructors
 - Loose leaf vs. bound textbooks
 - Dev Ed can supply binders for loose leaf books
 - Issue of print vs. online access codes
- Next steps:

- Create an inventory snapshot and when textbooks can be used again
 - Goal use of at least for 2 semesters
- Consider adding lending library for SVRC
- Regroup with Ian next week to package.
- **Proposal Approved**

SILs for English 120/120A

- Supplemental Instruction (SI) – tutors will be selected from own tutoring program (have completed Eng 140 tutoring course and have tutored for at least 1 semester)
 - Apprentice tutor – 1 semester of tutoring experience
 - SI – a year of tutoring experience
 - SI II – SI Leader for two years
 - In class plus two hours of tutoring outside
- SI structure models – give faculty 1-hour work with SI to prep
- Amendments to proposal:
 - Add that there are already supports being embedded in structures with Learning Center advisor and English, math, and counseling faculty in assessment
 - Course assignments include shadow courses
 - Add language around overlap with DSS IAs
 - Will strengthen need for faculty compensation on how to work with 2 students in class.
- **Proposal Approved**

Proposal similar to this will be coming from math

- Working through question around time for faculty coordination and if it is OAS or part of professional contractual obligation
 - Union is working on this question.
 - Part-time instructors do not have professional obligation that full-time has.
 - University of Missouri has onsite training on their campus. Bring trainers here to train all different groups.
 - Add as an activity to equity plan – building systems.

Ian will send proposal template to Lindsay Kong for Summer Institute.

Next meeting: May 2, 2019 – 2:30-4:30pm – Math Conference Room

- An email with all proposals, presenters and agenda to read in advance will be sent by the middle of next week.