

Developmental Education Committee

Meeting Minutes

May 2, 2019 • Math Conference Room • 2:30-4:30pm

Attendees: Heidi Goen-Salter, Rosa Armendariz, Katy Agnost, Ian Thomas-Bignami, Concha Gomez, Katrina Keating, Asa Scherer, David Hagerty, Kristina Gomez, Peter Willett, Lindsay Kong

1. Approval 4/18/19 minutes
 - a. Approved
2. Embedded DSS Tutoring Proposal
 - a. 1st semester – 4 courses for 2 IAs
 - b. This semester – 6 courses with 4 IAs
 - c. This proposal is for 2 semesters (2019-2020), 10 sections each in math and English
 - d. David will run a report each semester on rates of DSS students. He will reach out if an instructor has a high rate of DSS students
 - e. There will be a strong need in non-co-requisite courses
 - i. Focus on Math 85 and Math 119 too
 - f. Approved
3. DVC Tutoring Proposal
 - a. Approved through TAC, approved in concept by Academic Senate.
 - b. Can serve as a connection for all tutoring on campus.
 - c. Students can learn about tutoring opportunities that they didn't know about
 - d. Hub would offer tutoring, other tutoring location schedules, and office hours.
 - e. Katy has worked with Rick Robison and Mary Gutierrez on this. One of the library computer labs has been underutilized and this could serve as a starting point.
 - f. "welcome center for student success"
 - g. Discuss proposal with 3SP and Equity partners to review budget
 - h. Funding Approved:
 - i. Fund area 4
 1. Add spot for math representative to attend
 - ii. Fund area 1
4. Umoja Think Tank Proposal
 - a. 2-Day retreat to reflect on year, create action plan, and rope in new coordinator
 - b. Carmen McNeil, Yvonne Canada, and Eric Handy
 - c. 8 hours at OAS rate
 - d. Approved
5. Math Embedded Tutoring Proposal
 - a. Grades for course and co-requisites are separate.
 - b. Follow up on faculty OAS vs. professional obligation
 - c. Recommend math representative to attend CRLA Summer Institute to learn and share best practices
 - d. Recommend to work with Katy (Student Success Hub)
 - e. Approved
6. Math Embedded Counselors Proposal
 - a. Counselors will offer one hour every other week
 - b. Extra time is paid at OAS rate for teacher to coordinate with Counselor
 - c. Counselor to serve multiple roles in brief presentations of non-cognitive affective domain topics

- d. Rosa will loop back with Beth Hauscarriague, United Faculty, and Mary Gutierrez to follow up on OAS and coordination hours.
 - i. May connect with 3SP
 - ii. Question around if co-requisite is not on course outline, then is it a professional responsibility?
 - iii. Full time vs. Part-time expectations are different
 - 1. Can build out specifically
 - iv. Will report out on changes in budget
- 7. Math AB705 Task Force Proposal
 - a. Continuation of Lindsey Lang's role
 - b. Fall 2019 OAS hours is 60 hours, not 80 hours
 - c. Compare to English AB705 to ensure we are being fair with reassign time load.
- 8. English AB705 Coordinator Proposal
 - a. Each coordinator has a different area of focus
 - b. 0.75 reassign time, divided by 3 people, 1 person will continue from original 3 coordinators.
 - i. Will do a call out to department for 2 additional roles
 - c. Continue PD work
- 9. EOPS Summer Institute Planning and Coordination
 - a. Approved
- 10. Lunch for English PD summer institute
 - a. Addendum to existing budget – 2 single day PD institutes focused on implementation of AB705
 - b. Budget for lunch not originally included
 - c. Approved
- 11. Ongoing Dev Ed Business/Planning for May 16th meeting
 - a. Update on Student Equity Plan Writing Process
 - i. Roadshow to College Council, ASDVC, Academic Senate
 - 1. Have been able to incorporate feedback
 - 2. Ready to present to Chancellor at end of June
 - 3. Compliance document portion
 - a. Data has been problematic.
 - b. Funding – SEAP money will still be apportioned
 - i. Can connect with other committees for funding
 - c. Application template for funding is being put together that assists in budget calculations and directs to correct funding source
 - i. A fillable template is being worked on for budgeting of proposals.
 - ii. Allow for visibility and access

Next meeting is May 16, 2019, 4-4:30pm:

- Math Lab Rebranding – getting approved the night before meeting. Draft will be sent out to anticipate what final proposal will look like but updates are anticipated.