

Developmental Education Committee – Committee Business

May 3, 2018 • 2:00pm-3:30pm • HSF312

Attendees: Katy Agnost, Rosa Armendariz, Heidi Goen-Salter, David Hagerty, Lisa Orta, Asa Scherer, Paula Stanfield, Kenyetta Tribble, Arieal Young

The minutes from the April 19, 2018 meeting were approved.

The group engaged in a discussion about their experience and involvement in the committee over the last two years.

The group discussed the committee charge and function and some recommendations and thoughts for consideration emerged:

- Develop clearer alignment with Dev Ed goals, IP, AB705 for next year.
- We don't want the process for requesting support to be too rigid to allow for innovation.
- In relationship to AB705, there is a need for an explicit charge to implement AB705 and clearer guidance and support from administration.
- The Dev Ed Committee should review data needs in relationship to AB 705 (part of Integrated Plan activities) and engage in an analysis to inform its work.

The group reviewed the committee membership, and recommended that the membership include or consider:

- Add Tutoring Coordinator
- Relationship to tutoring across campus
- Classified slot
- Faculty from another instructional area from the sciences or social sciences
- Connection to Reading and Writing across the curriculum and professional development
- Counseling is key
- Could we consider a triumvirate with English, Math, and Counseling?
- Relationship to SRC

The group reflected on the question “What is not working?” and noted:

- Sometimes it feels like the “The tail is wagging the dog?” How can the committee be more intentional in its work?
- It feels like the committee is often reactive v. proactive.
- Organizational shift due to state changes and leadership changes
- Vagueness about the work of the committee

- It's hard to have a clear long-term vision because this funding is for one-year projects.

The group reflected on the question “What is working?” and noted:

- There are benefits to having a small committee that provides funding for seed grants that have resulted in other programs like Umoja, PUMA, FYE, IRW now part of English, Canvas Badges.
- The committee has been able to support college success initiatives – beginning of Umoja.
- The group valued the “plan to plan” approach that the committee took in earlier years. Consider a planning phase.
- Integration into courses
- Assessment – guided self-placement ground work
- ESL changes
- Supported the development of Statway

As the committee plans for next year, we should consider:

- Should put out a call for proposals aligned with Dev Ed and Integrated Plan?
- What are relevant trends?
- Maintain ability to be responsive.
- Some lead time on proposals if possible but allow for options to submit innovative ideas.
- The group likes the focus of one meeting on proposals and another on committee business with better time management.
- Consider a process for proposal submission (i.e. 24-hour submission before meeting)
- Develop protocols for committee voting (i.e. should we have an email vote option?)
- Keep the proposal form simple, least cumbersome
- Consider adding an area for various stakeholders or managers to sign-off on the proposal – like Department Chairs, deans major / relevant committees, or IT.
- Consider online submission of proposals
- There is a clarity of process and things get done.
- Consider Dev Ed newsletter to share what happened at end of year?
- Make sure that there is a broader connection.
- Create a college page with goals and possible funding sources/opportunities.

Next meeting: May 17, 2018 from 2 – 3:45pm

Notes:

- The meeting will be held in a different room – Math Conference Room.
- There are many proposals to review so we will have to be on task.

- Heidi can only come for the first half hour of next meeting due to conflict with the Umoja Steering Committee.