

Dev Ed Committee

Meeting Minutes

10/3/19 Math Conference Room

Attendees: Ian Thomas-Bignami, Heidi Goen-Salter, Rosa Armendariz, Lindsay Kong, Khrystyn Pamintuan, Concha Gomez, David Hagerty, Kristina Gomez, Katy Agnost, Asa Scherer (via Zoom)

1. Approve September 5, 2019 minutes
 - a. English Department Faculty Clinics - relationship with CSW
 - i. We have received feedback from faculty on current schedule that they don't include writing workshops. When call was put out, no one volunteered. These workshops may stay in clinic format or continue to include in CSW.
 - b. On-call tutoring that got approved at the last meeting
 - i. No tutors have been identified. This project will start in the Spring.
2. AMATYC Conference for Math Faculty
 - a. Proposal to send 5 Instructors teaching co-requisite courses either now or in the future
 - b. Program includes support courses and equity sessions
 - c. FT not picking up because of scheduling conflicts. PT can't pick up because of load restrictions.
 - d. Early registration deadline is Monday, October 7
 - e. Set up findings a flex – early summer is a good time
 - f. Include findings in Communities of Practice
 - g. Week-long boot camp on equity-minded teaching
 - i. Include best practices to use embedded tutors and counseling
 - h. For those ready to register, they can fill out the PDF registration form and send that to Rosa and Kristina to process registration
3. Committee Membership
 - a. SS classified position is vacant
 - i. Potentially Carissa Urbalejo
 1. Khrystyn will loop back with Carissa to see if she is interested
 - b. Student position is vacant
 - c. Add additional faculty from different disciplines
 - i. **Add at large faculty member**
 - ii. Add from areas that are also being impacted
 1. From sciences
 - a. Chemistry, physics
 2. From social sciences/communications perspective
 - a. Economics
 - d. Current at large can rotate out and stay as ex-officio in time of transitioning landscape of AB705
 - e. SRC position – change to any faculty from SRC, not discipline specific
 - f. Add another at large manager
 - g. 15 voting members and 1 ex-officio
4. Notes on Dev Ed Charge
 - a. Evaluation and measuring impact
 - b. Effectively integrate Dev Ed work with Guided Pathways

5. Standard IIA 4: Comments and Updates
 - a. List out embedded tutoring, counseling, DSS IAs.
6. ASC (Academic Support Center) Project Update
 - a. 792 unduplicated student visits. Around 2,000 student visits so far.
 - b. 1530 hours
 - c. Initial traffic was for computer use, little use of tables. This has now flipped; more tables are being used.
 - d. Partnered with student athlete success.
 - e. Program assistants are funded by Dev Ed. They have the student background as recent college graduates.
 - f. Marie is working with FYE and START program.
 - g. Students are not being turned away if they can't be assisted in the ASC. Program assistants are walking students over to resource for subject specific assistance.
 - h. Seeing a lot of assistance with Canvas.
 - i. 10% DSS, 12% EOPS
 - j. 3.0 GPA majority
 - k. OctTUTORfest – using Alcove at PHC. Tutors from multiple areas will be hired through ASC budget.
 - i. Planning for SRC OctTUTORfest.
7. DSS Tutoring Project Update
 - a. David will hold a training next week with IAs assigned to English.
 - i. Students were initially trained around DSS side of tutoring, not so much of group and guided practice
 - ii. Recommendations
 1. Handout of best practices
 2. IA ask teacher who they should pay attention to
 - a. Each week or after each class
 3. Prep time with IA and teacher
 - a. Send IAs and teachers talking points to prep
 - b. David will set up meetings with each instructor and IA
 - c. Ray and Kelyvn may have handouts from using the SI's in ESL
 - d. Surveys will be distributed during midterms and finals again