

Developmental Education Committee

Meeting Minutes

December 5, 2019 • 2:30pm-4:30pm • Math Conference Room

Present: Ian Thomas-Bignami, Heidi Goen-Salter, Rosa Armendariz, Katy Agnost, Katrina Keating, Lindsay Kong, Kristina Gomez, Yifan Zhang (student rep), Ethan Anderson (student rep)

1. November 7, 2019 Minutes approved
2. English Communities of Practice (COP) – informed
 - a. Dev Ed has been having discussions about incorporating COP as part of professional development. Brought up at department meeting and there was some push back. AB705 has asked for several things:
 - i. Connecting with peers. There is also value in full-timers meeting with adjuncts.
 - ii. Helpful strategies instructors can bring in under new landscape
 - iii. What is being to maintain standards?
 - iv. Replacing PD because it is in there and hands on
 - v. Landscape is still very new and there may not be clear transition with the new students that come in, even after a year
 - b. Funding will continue through Spring 2020
 - i. Take back to English department
 - c. OAS topic came up at Joint Instructional and Student Services Deans meeting
 - i. Initial investment was important because earlier this year with AB705, a lot was being asked to ramp up something up very quickly. There is a sense that we need to invest. Next semester, sustainability will be looked at.
 - d. Align trainings and preparation for COP facilitators with SLOs makes sense
3. SES and SEAP Updates – informed
 - a. Four workgroups: integrated placement process, AB705 evaluation, integrated funding process
 - i. Early draft project proposal template that we would like to implement in Spring
 1. Streamline, tracking easier, more accessible
 - ii. Question around if GP Entry workgroup is coordinating with SEAP Placement workgroup
 - b. Workgroup added for Math Leap, now known as “Safety Net Work Group.”
 - c. SEAP funding going through Strong Workforce/Perkins application but rubrics are all different
 - i. Next step is to regroup with Susan (Rosa, Florence and Lindsay)
 1. Initial scrape will be done in early February
4. Tutorials for Online English 122+120 Proposal – decision
 - a. Joint proposal from Anne Kingsley (Distance Ed Coordinator) and Lisa (OEI Alignment for Distance courses)
 - i. Basing proposal on number of hours that can be committed, not number of modules that can be developed
 - b. Dev Ed previously funded Anne to develop Canvas Launch Badge
 - c. Thoughtful course design before English 122 plus co-req is offered online

- d. Student goes through self-graded modules with option to be added to an instructor's grade book
 - i. Could be used under multiple subjects and by face-to-face instructors as well
 - e. Poll instructors who have taught class with and without co-req for feedback on challenges and needs
 - f. Focus on co-req curriculum and needs-based
 - g. Make training video for instructors
 - h. **Approved**
 - i. Rosa will follow up with Lisa and Anne regarding release time
5. Graphic Medicine Library Proposal – decision
- a. Add \$250 for marketing
 - b. Flex session presentation in Fall 2020
 - c. Books would be purchased by end of Spring 2020
 - d. Library budget has not increased
 - e. Add line in program review noting need for representational innovations
 - f. **Approved with additions**
6. ESL Workshop Series – decision
- a. Presented draft of a flyer (career skills, tech skills, high level speaking skills)
 - b. Workshops to target ESL students that are already here that want extra support and members of the community interested in using ESL services
 - i. Survey done of every ESL student last Spring
 - ii. Transitional Specialist Nicole Gomes will facilitate 2 workshops
 - c. The more successful workshops can be made into classes later
 - d. Add \$500 for snack budget
 - e. Follow up on parking questions
 - f. **Approved**
7. Math AB705 Proposal Update – informed
- a. Additional hours for coordination time between coordinators
 - b. Math Department gave thumbs up to updates
 - c. Coordinator release time
 - i. Tutoring – 10%
 - ii. Counseling – 15%
 - iii. General Math
 - 1. Lindsay Lang (25%) and an additional math coordinator (25%)
 - d. Rosa will follow up on having a session during flex
8. 2020 Summer Pedagogy Institute (draft) – informed
- a. Feedback and thoughts can be sent to Ian via email
 - b. An initial planning meeting was held
 - c. Ian will meet with Kris Koblik tomorrow to discuss draft
 - d. 100 participants allows for decent representation of math, English, and other disciplines
 - e. Link to COP participation
 - i. A non-English and non-math COP could be connected to RWAC
 - f. Rosa will discuss payment piece with Mary and Newin
 - g. A formal proposal will be brought back