

## Developmental Education Committee Meeting Minutes

November 2, 2017 from 2pm-3:30pm

LC 209

**In attendance:** Rosa Armendáriz, Jenny Freidenreich, Heidi Goen-Salter, Kristina Gomez, Lisa Orta, and Asa Sherer

**Guests:** Katy Agnost

Minutes from 10/18/17: Approved with changes; add Lisa's last name, add Bill 705 name and rephrasing of student effects of Assembly Bill 705

Action Items:

- Spreadsheet of approved bills, effective date, overlap with committee goals and how it will impact the committee

### **Proposals:**

**Instructional Videos:** Jenny Freidenreich submitted a proposal to create instructional math videos for developmental education math students who can benefit from having access to small lesson online (accessed through Canvas or YouTube). The proposal includes 9 instructors who have all taught Dev Ed level math 85 and 119. Phase one is to settle on the needed equipment and order by end of December 2017. Phase 2 includes 16 hours (8 meetings of 2 hours each) to settle on lessons and quality of videos. Phase 3 is production of at least 1 video by end of Spring 2018. Survey evaluation would be administered in Fall 2018, immediate input on 1-2 videos. Jenny highlighted the difficulty students may have absorbing all the points in the classroom with longer classes due to the condensed calendar change. The tutorial service will be shared with the math department, allows for students to screen capture, and gives a new dimension of reaching students extending outside the classroom. Instructional videos will also allow for the opportunity of a flipped classroom, where students can learn outside the classroom and go into class prepared.

- Feedback:
  - Reconsider timeline and break up project into phases.
  - Clarify deliverables for each stage.
  - Consider planning and design as phase I.
  - Get input from Anne Kingsley on instructional design and Mario Tejada on equipment and technology.
  - Do we have institutional license for Camtasia or other software that can be used for the project? Can One Note be used instead of PDF Annotator?
  - Connect with Courtney Diputado, from LMC, to get feedback on her experience with similar projects.
- Conditionally approved; resubmit proposal with updates on proposal for next meeting 12/7/17.

**Umoja Think Tank:** Heidi Goen-Salter presented UMOJA Think Tank, a planning session for the program coordinators to study, review and plan. This is a repeat of a 2-day intensive think tank that occurred in previous summers with support from the Dev Ed Committee. Previously, Action Plan was produced. There is the possibility of bringing in a new co-coordinator in Heidi's place. The replacement would be part of the summer Think Tank.

- Committee approved for \$3,000 if there are 3 people
- Proposal needs date amendment

**Umoja Summer Learning Institute:** Heidi presented a proposal for the 3<sup>rd</sup> Umoja Summer Learning Institute. Start date will be in August. The institute is a in-house training of Umoja Statewide practices and principles, open to any DVC faculty, staff and administrators. Proposal includes \$1,000 stipend. Rosa will verify the compensation amount based on last year's summer institutes so that we are consistent and fair. Participants cannot receive stipend; rather, are paid by hour at their OAS rate. Those eligible for payment include adjuncts, faculty and hourly staff.

- Proposal needs updated budget with breakdown of participant cost

**BSI Budget:** Rosa Armendáriz shared that last week, we received the BSI Advanced Estimate allocation (October revise). In total, the three colleges in the District will receive \$714, 934. DVC's advance estimate is \$414,000 (75% of total allocation). The remaining 25% will be based on self-continuation of the use of high impact practices that are laid out in the Transformation Grant.

**Next meeting:** Joint meeting with 3SP and Equity, 11/16/207, 2pm-3:30pm in SSC 232