### Developmental And Readiness Education (DARE) Taskforce
### Meeting Minutes

**Host** | Diana Alves de Lima / Mary Brownings  
**Date & Location** | 03/17/2010  
**Attendees** | Abrahams, Matt  
| Alves de Lima, Diana  
| Anderson, Gregory  
| Blackborow, Sandy  
| Dishno, Dan  
| Hearn, Lydia  
| Hunter, Truly  
| Irvin, Howard  
| Lam, Phuong  
| Norte, Edmundo  
| Reza, Jackie  
| Rosenberg, Jerry  
| Skager, Kristin  
| Sartwell, Julie  
**Absent** | Bonilla, MaryAlice  
| Cook, Stacie  
| Illowsky, Barbara  
| LaManque, Andrew  
| Markus, Lisa  
| Michaelis, Margaret  
| Mieso, Rob  
| Shirley, Jefferson  
**Notetaker:** |  

## Discussion

### Presentations

#### 1. Cohorts & Curriculum-based Learning Communities (CCLC) (Matt)
Solicited information from 19 programs as to goals, effective practices, challenges, and needs. 12 programs responded (Honors, FYE Puente, Nursing, Athletics)

**Summary of findings:**
- **Goals:** community, retention, improving students’ life skills (broad def.)
- **Effective practices:**
  - Support for faculty—staff development/training; logistical support
  - Support for students—multiple instructors, counseling, peer tutors, mentors, collaboration, cohorts and/or communities

**Needs:**
- Sustainability, steady funding, support resources (didn’t ask where support)
- Faculty-recruitment, compensation
- Instructional support, including logistics, eq.

**Next steps:**
- Spring closer review of detailed answers
- Examine existing documents--program review, reports, strategic planning, BSI
- Get groups to talk to each other, share

#### 2. Assessment (Rowena)
**Outcomes/goals**
- Expand preparation opportunities for placement tests (i.e. outreach)
- Increase awareness of “high stakes” involved in college placement (for students & campus wide)
- Expand assessment resources, including self assessment tools, and maintain existing placement tests (i.e. essay readers)
### Challenges:
- Adequate funding for tests, staff, i.e., supervisor and readers
- Physical space
- Tech support for online resources and options

### Potential solutions:
- BSI and Title III funding
- Increase internal awareness (staff development)
- Develop educational materials, i.e., “high stakes,” and resources—beyond grants by working with TWRT 64 students, i.e., toolkit, guide, practice tests

### Additional suggestions---check with Jerry, i.e., background of students, mandatory assessment

#### 3. Advising (Phong)

**Goals:**
- Expand services to assist with long-term planning and goal setting i.e., financial aid, veterans.
- Increase awareness of counseling services—counselors on location, TAA and AP workshop, disqualification and probation workshops
- Improve communication and collaboration between counseling and instruction, i.e., cohorts
- Promote healthy and productive psychological and educational relationships on campus

**Challenges:**
- Funding
- Physical space
- Lack of reciprocal collaboration—lack of referral
- Lack of professional trained in psychological services, i.e., Melinda Hughes, Donna Fung (Foster youth), transferred or retirement.

**Solutions:**
- BSI & Title III funding
- Increase awareness of staffing qualification advisors
- Counseling 100 sessions for faculty

#### 4. Early alert---see PowerPoint slides/handout

#### 5. Orientation:

**Goals:**
- Counseling 100 required but not enforced
- Learn GE majors
- Decide on majors
- Campus resources
- Connect with counselor
- Connect with other students
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- Develop educational plan
- Get students registered

**Challenges:**
- Inadequate enrollment capacity—decreasing
- Limited chance for students to get any kind of orientation—20% may not

Further investigations: compare orientation at 5 peer institutions: Santa Barbara City College, Santa Monica, DUC, Orange Coast, Santa A

**Next Steps**

Core committee will review presentations and begin to prioritize plans
- Which sooner, which later?
- May give some programs allocations to keep them going, then evaluate future plans

Probably will be able to more thoroughly explore 2-3 topics?

Jackie:
- Create grid to see overlap between areas
- Retreat to help cohort faculty figure out how to sustain, intervene for student success

Cheryl:
- Is there a certain amount of $ to spend by end of year?
- $600K by end of next year?
- How much $ is available to sustain programs?

Lydia: will bring proposal for salaries of SSC, there is $ in range of $30K/ program

Matt: what can be funded for summer?

How to keep programs alive for now? Maintenance, not expansion for now.

S10 Membership
1 classified spot open—need high level of involvement.
Who will continue in Spring?

| Next Meeting | Wed. afternoons, 3:30-5:00pm; 1st & 3rd, 4/7, 4/21. Same weeks do not conflict with Counseling Div. meeting. |