Date & Location: 05/19/2010

Attendees:


Members: N/A

Notetaker: N/A

Discussion

Approval of Agenda and Notes:
The agenda for the meeting and the notes of the May 5, 2010 was approved.

II. Assessment focus groups and surveys – Anderson distributed the list of questions used in the student focus groups. The questions were modified after each group met and this list represents the final set of questions. Sixty-nine students participated in the focus groups. There was a wide range of students, the majority from targeted areas. The biggest theme is frustration with the process of finding out about an assessment test, then not preparing for it, actually taking the test, getting the results and the class they were placed in. Anderson shared that the students provided a lot of well thought out suggestions for change, which was rewarding. Anderson will have the results of all the focus groups for the next meeting. Anderson distributed “Experiences with Assessment and Placement” survey, which will be distributed to students in the Language Arts and Math basic skills classes. Reza suggested using the survey in the Counseling 100 classes. Hearn responded that it would be interesting to track the students with a follow up survey.

III. Next steps for assessment work – Hearn suggested postponing the timeline for the report. First, prepare a draft report by the end of the spring quarter, finalize it in the fall, for review by the DARE Task Force, present to the President and then on to implementation. Hearn summarized – what people want in the report: 1) students will have a better way to find out about assessment...? Hearn – report structure – objectives, goals...?

IV. Assessment models and objectives – Woodward shared that it would be great if we could better communicate the assessment results to students. Hearn – this is something we could work on right away. Rosenberg commented the DARE core group will look into this. Hearn will bring back the goals to the next meeting. We may be able to put some models forward in the first report. However, some will be more complicated and need to be long-term. Ceballos asked if there is a concept chart indicating how the assessment process works for students. Woodward – the process for taking the assessment test is difficult for students to understand, and a concept chart might show the process in phases, how the students find out.

V. Title III/BSI Budget – L. Hearn presented potential budget expenses from Title III and BSI budget. She circulated “Development Education Funding Requests” lists with possible scenarios (50% -2 yr. scenario and 50% -1 yr. scenario) She commented and explained each expense, so that it has been clear for the committee members. Lydia implied that it would be more efficient if DARE creates only one FT position for 2 years – 50% to Staff Development, 50% Title III grant administrative assistant. Hearn talked about modifications to centralize Student Success Center and
improve Math, Science, Tech Resource Center. Develop effective strategies for Library Services/developmental education collaboration. Provide more efficient coordination and infrastructure for logistical aspects of learning cohorts. Assistance to recruit, enroll, advice students for Fall MPS sections. Work on materials, outreach/communication, advising students to better prepare for the placement test Trainers for instructors teaching Basic Skills courses – 1 trainer for Language Arts, 1- trainer for Math.
- Reza suggested adding a contingency fund. The group agreed by consensus to keep $30,000 this year and $45,000 next year in a contingency fund.

VI. DARE Event - Spring Lunch from 11:30 to 1 p.m. on June 2, to brainstorm ideas of campus-wide communication and participation, Anderson asked the group for ideas in addition to the proposed agenda and to communicate to their group about the event, encouraging attendance. Tomaneng suggested a give away (book).

VII. Action Items
- Identify action to take by next meeting
- Send possible activities for the event to Gregory Anderson
- Invite people (targeting the entire college (staff) to participate in DARE event.
- Bring ideas to share about what to focus on.


Next Meeting  6/2/2010