Date & Location: 1/26/2011
Don Bautista Room

Attendees: Aguilar, Melissa; Alves de Lima, Diana; Ceballos, Julie; Dishno, Daniel; Hunter, Truly; Lam, Phong; Leonard, Amy; Lister, Cindy; Mathios, Diane; Mieso, Rob; Moberg, Kathleen; Myhre, Jennifer; Nguyen, Jim; Norte, Edmundo; Rosenberg, Jerry; Weinberg, Pat; Woodward, Cheryl

Guests: N/A

Absent: Bambhania, Doli; Newell, Mallory; Poon, Gordon; Reza, Jackie; Roberts, Becky; Tomaneng, Rowena; Suresh, Meera;

Notetaker: Patel, Bhavi

Discussion

I. Approval of Agenda and the Minutes from 12/1/2011 and 01/12/2011:
Agenda approved. Minutes from both the 12/1/2011 and 01/12/2011 were approved.

II. DARE Communication to Campus

1. DARE Members are Ambassadors. DARE should be a standing agenda item at your dept./division meetings.

2. Bhavi sending Highlights to senates and deans: Bhavi will send the DARE meeting minutes as well as a “Highlights” section from the meeting to the Academic senate president, the classified senate.

II. Review Marketing Materials

Website updates: The DARE website has been updated to include a draft of the DARE Assessment Practices report, Funding Template, the 2010-2011 BSI Action Plans as well as some reflections from the SSS conference. There is also a new page added for DARE related resources. Gregory Anderson has researched and compiled a collection of Research reports, Statistics and data, essays and opinions, local as well as national and international links.

Winter 2011 Newsletter: The Winter 2011 Newsletter was sent electronically and a hard copy was passed out. There were a few errors identified: Pat Weinberg needs to be included under the classified staff, Jennifer's last name should be spelled Myhre, Mary's last name should be have a capital B, last bullet under the SSC update should read “before” and “after” instead of “before” and “before.” Bhavi will send out a corrected version and members are asked to hold until the revised version is sent to forward it to their constituencies.
Promotional Items—(Tote Bags and Banner): Bhavi is still comparing the items and banner from different vendors. The tote bags that staff development used would cost around $10.00 per piece. It was suggested that we also order some flash drives which are cheaper and some people may prefer the flash drives over carrying bags.

Update on Assessment Report PowerPoint—revision underway after SSPBT presentation: At last week’s SSPBT presentation, there seemed to be a lack of communication. They seemed to be surprised and there was a feeling that the Assessment Practices report was being driven largely from the instruction side. So the question arises: how do people find out about what’s going on in DARE? DARE members are reminded to communicate to their constituent group. People would pay more attention if it’s coming from someone they know. Bhavi will CC the AS, CS president and administrators on future emails and will also include a meeting Highlights section in the body of the email for those that don’t want to open and read the minutes. Send out the highlights with your own two sentences to let them know that this is important. It was suggested that we use Yahoo groups or a listserv or add a Listserve through the website. Also do a news blurb through the main home page that would go to the entire college community. DARE should be a standing agenda item at department and division meetings. Not every department has a rep on DARE but if the deans receive communication, they can include it in their department meetings.

It was suggested that the “draft” of the report be updated with the suggestions made so far. It will take some time to incorporate all the feedback so in the meantime; we should add a link that shows the suggestions made to the draft so far. This will show that the document is still a draft and that feedback from various groups is welcome.

III. Spring 2011 DARE Open House:

SAVE the DATE Thursday, May 12, 2011 11:30 am – 1:30 pm: Venue TBA. It was suggested that we have a Tour that walks us through from the perspective of the student because people don’t know where these offices are.

Last year we had people from DARE core talk about what had gone on in DARE, introduced DARE members and DARE core. Opportunity to talk about the Highlights. There was also a Budget piece to talk about how $ was spent. Interactive part where people were able to provide feedback. One of the feedback was that the Venue was too big. This year we want a little more intimate setting. We’re targeting everybody. It would be helpful to have a student panel to hear their perspectives in basic level
courses and what their barriers to moving on are. We could also have an Assessment Experiences Panel. Did the students’ Placement feel like their real level? Was it lower or higher? Panel and tour would be great as interactive parts of the open house.

It was suggested that we reconsider the name “open-house.” One suggestion was “DARE Fair” since open house is supposed to be drop-in and we have scheduled events.

**Form sub-committees:** Outreach, Program, Food and Beverages, Interactive Raffle w/ prizes

**Outreach:** Julie Ceballos, Jim Nguyen, Bhavi Patel, Dan Dishno, Melissa Aguilar, Cindy Lister.

**Program:** Jennifer Myhre, Kathleen Moberg, Jerry Rosenberg, Pat Weinberg, Diana Alves De Lima.

**Food and Beverages:** Bhavi Patel

**Interactive Raffle w/ Prizes:**

**IV. Announcements:**

**SSC Open House:** February 8, 2011; (S-43 and ATC 302/303/304/305/308/309); 11:00 am – 1:00 pm.

It was suggested that DARE core members and perhaps Steven from Assessment do a 10 minute presentation at the Partners in Learning Conference. We could gather feedback from people at the conference. Talk to Steven to see if he is interested. It is a communication venue that we do only once a year. The deadline is next Tuesday for proposals.

There is a potential to lose more money because of enrollment crisis. Edmundo encouraged everyone to be ambassadors for the school. Summer enrollment went down about 7%, Fall and Winter 4%. Printed schedule may have affected the enrollment. We need to do more marketing through facebook because almost all college students use facebook. Advertise to CSUs. Their tuition is going up. Deans will be opening up more sections. Talk about specific classes that will be offered. Have the spring application for admission up so that students can start applying. Kathleen will do this.

Upcoming Webinars: Diversity & Inclusive practices with Tom. Contact Diana for more information.

**Next Meeting**

**DARE Core:** 2/1/2011 12:30 PM – 1:30 PM, Admin 130

**DARE General:** 2/9/2011 3:30 PM – 5:00 PM Don Bautista Room