College Committee on Developmental Education
Minutes
September 6, 2011

The Mission of the Cerritos College Committee on Developmental Education is to insure that the college maintains well-coordinated, highly-integrated, inclusive and effective support for all Cerritos College Learners

Members Present:

<table>
<thead>
<tr>
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<th>Brock, Marilyn (Interim VP Academic Affairs)</th>
<th>Yes*</th>
<th>Chomiak, Renee De Long (ACCME)</th>
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</thead>
<tbody>
<tr>
<td>Yes</td>
<td>Fabish, David (English)</td>
<td>No</td>
<td>Hunt, Mary (DSPS)</td>
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<td>No</td>
<td>Helberg, Bonnie (Reading)</td>
<td>Yes</td>
<td>Jarrett, George (At Large)</td>
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<td>No</td>
<td>Juarez, Yvette (Classified)</td>
<td>No</td>
<td>Lewellen, Michelle (At large)</td>
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<td>Yes</td>
<td>Mariani, Ilva (Math)</td>
<td>Yes</td>
<td>Marks, Sandy (CTE)</td>
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<td>Yes</td>
<td>Moore, Debra (Faculty Senate President)</td>
<td>Yes*</td>
<td>Nguyen, Kay (Research and Planning)</td>
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<td>Yes</td>
<td>O'Neil, Scott (Math)</td>
<td>No</td>
<td>Paige, Matt (Reading)</td>
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<td>Yes</td>
<td>Parsons, Sue (at large)</td>
<td>Yes</td>
<td>Quaas-Berryman, Francie (DE&amp;SCC)</td>
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<td>Yes</td>
<td>Reece, Bryan (DASIE)</td>
<td>Yes</td>
<td>Robles, Martha (Adult Ed)</td>
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<td>No</td>
<td>Rodriguez, Michelle (Classified)</td>
<td>Yes</td>
<td>Soto, Armando (Counseling)</td>
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<td>Yes</td>
<td>Sugihara-Cheetham, Joann (ESL)</td>
<td>VACANT</td>
<td>VACANT (ESL)</td>
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<td>Yes</td>
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<td>VACANT (ACCME)</td>
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<td>VACANT (ATSCC)</td>
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<td>VACANT (Counseling)</td>
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Guests: *Norma Rodriguez (Proxy for Renee De Long Chomiak), * Tim Nguyen (Proxy for Kay Nguyen), Carolyn Chambers, Carla Yorke

Developmental Education Committee Responsibility:

- Recommend policies and practices to support developmental learning including the skills, services, and activities.
- Recommend services and activities for the student learning support centers.
- Monitor trends and practices on Developmental Education issues and communicate them to the college.

Developmental Education Action Plan Goals:

1. Establish and implement an assessment and evaluation plan for continuous quality improvement in Developmental Education programs and services.
2. Nurture a campus-wide culture of inquiry, evidence, and innovation among all faculty by establishing and supporting a “Faculty Success Center.”
3. Establish and expand academic preparation and programs to move students efficiently through the developmental education course sequences.
4. Establish well-coordinated, inclusive, and effective “Success Center(s) with highly-integrated curriculum to support learners in both preparing for and succeeding in college-level courses and programs.
5. Develop and Expand campus programs that prepare students for required assessments, orient students to the college culture, and counsel students to begin required developmental classes as early as possible in their academic career.
Meeting called to order by Francie Quaas-Berryman at 2:07pm

I. Approval of Minutes
Scott O’Neil motioned to approve the meeting minutes from May 3, 2011. David Fabish seconded the motion. The committee approved the minutes as presented.

There was 1 abstention.

II. Developmental Education Updates

Goal #1: Establish and implement an assessment and evaluation plan for continuous quality improvement in Developmental Education programs and services.

Data integration handout:
- Academic Success for 18 departments is on the rise for the past three years.
- This data will be available in the unit plans so that each department has access to it.
- This is a first step toward integrating student success data into the unit planning process: options were discussed to be able to choose what classes are included into a unit plan
- In the future faculty should be able to add their own info/data as needed
- The goals for next year--look at success, retention, and course integrity.

Developmental Education SLO’s Update:
- SLO’s have been started for the semester
- Survey was given last Spring to show if students understood how to mark up a text, the SLO Committee is looking at the language of the survey to see if it was confusing because the students gave summaries of the text instead of physically marking it up.

Goal #2: Nurture a campus-wide culture of inquiry, evidence, and innovation among all faculty by establishing and supporting a “Faculty Success Center.”

Teaching and Learning:
- There are three modules, all 8 weeks long.
- Info for modules have been advertised on the Daily Falcon

Cerritos College Mindset Conference:
- November 4th 8:30am- 4:30pm, Carol Dweck will be the keynote speaker. There will be several breakout sessions in the afternoon as well.
- Lynn Serwin to advertise to Cerritos College later in the week.

iFalcon FIGs:
- Letters L, C, & O will be Developing rubrics.
- Lynn Serwin currently recruiting for the FIG’s
- This will be a yearlong commitment, one semester to create the rubric, one semester to evaluate student work using the new rubric.

Goal #3: Establish and expand academic preparation and programs to move students efficiently through the developmental education course sequences.

MyFoundationsLab Pilot / AccuPlacer Prep Course
- This web based software offers modules in reading/writing/math
- We are currently participating in a pilot program with Pearson to test MyFoundationsLab as a Accuplacer test prep tool.
- As we move forward, faculty training for MyFoundationsLab will be offered through the Center for Teaching Excellence.

Goal #4: Establish well-coordinated, inclusive, and effective “Success Center(s) with highly-integrated curriculum to support learners in both preparing for and succeeding in college-level courses and programs.
Success centers:
- Up and running-- still working kinks out. We are actively recruiting tutors
- Math Success Center will have 2-3 tutors on at all hours
- Language Arts Success Center will have 2 tutors at all times
- This Wednesday-- Board approval for volunteer tutors. This is a big step for the Success Centers and allows for more tutors on the floors helping students
- Anyone interested in becoming a tutor can get information at either of the front desks.
- Started implementing tutor training
  - Goal is to get Level I CRLA Certification for the campus by the end of the academic year.
  - Workshops Offered in the Success Centers:
    - Math
    - Study skills
    - Writing
    - Modern Language
    - ESL
- If there is a topic on the schedule that you would like to see offered at a different time in the semester, let Francie know so she can add to the workshop schedule

Goal #5: Develop and Expand campus programs that prepare students for required assessments, orient students to the college culture, and counsel students to begin required developmental classes as early as possible in their academic career

- Mandatory AOC:
- The AOC policy is currently being tested. Mandatory AOC will start in Spring 2012
- The Early Success Program Provides early registration to new students who complete the requirements.

Items from the floor:

Reduced Meeting Schedule:
- Francie Quaa-Berryman suggested that the committee reduce the meeting schedule and only meet the 1st Tuesday of every month 2:00-3:30 LC 62

David Fabish moved to approve the reduced meeting schedule. Sue Parsons seconded the motion. The committee unanimously voted in favor of a reduced meeting schedule. There were no abstentions

The meeting was adjourned at 3:40

The next meeting will be October 4, 2011, 2011 2:00 to 3:30 p.m. in LC 62