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>
<th>Yes</th>
<th>Sylvia Bello-Gardner</th>
<th>Yes</th>
<th>Chomiak, Renee De Long (ACCME)</th>
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<tr>
<td>No</td>
<td>Bob Chester (Faculty Senate President)</td>
<td>No</td>
<td>Steve Clifford (English)</td>
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<td>Yes</td>
<td>Lucia Coulter (ESL)</td>
<td>No</td>
<td>Bonnie Helberg (Reading)</td>
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<td>No</td>
<td>Mary Hunt (DSPS)</td>
<td>Yes</td>
<td>Yvette Juarez (Classified)</td>
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<td>No</td>
<td>Michelle Lewellen (CTE)</td>
<td>Yes</td>
<td>Niki Lovejoy (English)</td>
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<td>Proxy</td>
<td>Kay Nguyen (Research and Planning)</td>
<td>Yes</td>
<td>Scott O’Neil (Math)</td>
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<tr>
<td>Yes</td>
<td>Sue Parsons (at large)</td>
<td>Yes</td>
<td>Francie Quaas-Berryman (DE&amp;SCC)</td>
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<td>Yes</td>
<td>Bryan Reece (DASIE)</td>
<td>Yes</td>
<td>Martha Robles (Adult Ed)</td>
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<tr>
<td>No</td>
<td>Michelle Rodriguez (Classified)</td>
<td>Yes</td>
<td>Norma Rodriguez (ACCME)</td>
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<td>No</td>
<td>JoAnna Shilling (VP Academic Affairs)</td>
<td>No</td>
<td>Armando Soto (Counseling)</td>
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<td>Yes</td>
<td>Maria Torres (Math)</td>
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<th>VACANT (At Large)</th>
<th>VACANT (CTE)</th>
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<td>VACANT (ASCC)</td>
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### Guests:
- Tim Nguyen (Proxy for Kay Nguyen), Graciela Vasquez, Kim Westby

### 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 supporting the Center for Teaching Excellence.
3. Establish and expand academic preparation and programs to move students efficiently through the developmental education course sequences.
4. Expand 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 2:06

**Approval of Sept 4, 2012 minutes:** Yvette Juarez moved to approve the minutes. Niki Lovejoy seconded the motion. The minutes were approved as presented.

**Review Draft of New Five Year Goals:** The first five years of BSI have come to an end, and it is time to develop and update the committee’s long term goals. Francie Quaas-Berryman presented a draft of the new five-year goals and the current activities. The committee reviewed the draft and made revisions. Francie will integrate the revisions into the draft and bring it to the next meeting for review and approval. The new goals and activities will be part of the annual BSI report that will be sent to Sacramento in October.

Francie Quaas-Berryman presented the revised draft of the goals that will be written into the current BSI expenditure report. Francie attended a training event designed to help basic skills coordinators complete the report. There was some confusion at the training regarding the format the goals should take. Apparently the sample goals that were included in the report instructions were not representative of the goals that could be presented in the report. In the discussion, the committee agreed that the goals we have are broad enough that there is still considerable work to be done in those areas, and the funding we are currently using is going toward our continued efforts toward those goals.

Scott O'Neil moved to reaffirm the five current goals and to place an emphasis on three of them:
3. Establish and expand academic preparation and programs to move students efficiently though the developmental education course sequence.
4. Expand well-coordinated, inclusive, and effective Success Center 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.

Bryan Reece seconded the motion. The motion was approved.

**Begin Discussion of "Academic Progress"**:
The committee initiated a discussion of the need to develop a comprehensive academic progress policy that was connected with enrollment priorities. The committee brainstormed issues they would like to see covered in such a policy. Some of the issues raised included:
- A tiered enrollment. Students who place into math 20/English 15 would be able to take additional classes from a list. Students who complete Math 40/English 20 would be able to take additional classes from a longer list. Students who complete Math 60 and English 52 would be able to take additional classes from an even longer list, and so on.
- Establish course sequence requirements based on the student's initial placement.
- Require one math/English class in the first semester.
- Use reassessment options as a vehicle to move students through the sequence (this could include a fee for multiple assessments)
- Reassess student progress each semester. Students could put off a basic skills class one semester, but not an entire year.
- Students must complete required Dev Ed classes before completing X# of units. Failing to do so would drop those students to the bottom of the enrollment priority list.
- Early alert program that is unit driven.

Bryan Reece will work on drafting out language for such a policy.
Items from the Floor:
None

The Meeting was adjourned at 3:28

The Next meeting will be October 16, 2012 at 2:00 in LC-62