College Committee on Developmental Education
Minutes
September 3 2013

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.

<table>
<thead>
<tr>
<th>No</th>
<th></th>
<th></th>
<th>No</th>
<th>Carl Bengston (DASIE Interim)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>Sylvia Bello-Gardner</td>
<td>Chomiak, Renee De Long (ACCME)</td>
<td>No</td>
<td>Bob Chester (Faculty Senate President)</td>
</tr>
<tr>
<td>Yes</td>
<td>Steve Clifford (English)</td>
<td>Anna Fischer (Classified)</td>
<td>Yes</td>
<td>Lucia Coulter (ESL)</td>
</tr>
<tr>
<td>No</td>
<td>Mary Hunt (DSPS)</td>
<td>No</td>
<td>Bonnie Helberg (Reading)</td>
<td></td>
</tr>
<tr>
<td>Yes</td>
<td>Niki Lovejoy (English)</td>
<td>No</td>
<td>Michelle Lewellen (CTE)</td>
<td></td>
</tr>
<tr>
<td>Yes</td>
<td>Scott O’Neil (Math)</td>
<td>Proxy</td>
<td>Kay Nguyen (Research and Planning)</td>
<td></td>
</tr>
<tr>
<td>Yes</td>
<td>Francie Quaas-Berryman (DE&amp;SCC)</td>
<td>Yes</td>
<td>Martha Robles (Adult Ed)</td>
<td></td>
</tr>
<tr>
<td>Yes</td>
<td>Norma Rodriguez (ACCME)</td>
<td>No</td>
<td>JoAnna Shilling (VP Academic Affairs)</td>
<td></td>
</tr>
<tr>
<td>No</td>
<td>Armando Soto (Counseling)</td>
<td>Yes</td>
<td>Maria Torres (Math)</td>
<td></td>
</tr>
<tr>
<td>No</td>
<td>Carla Yorke (Classified)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

VACANT (At Large)
VACANT (CTE)
VACANT (ASCC)
VACANT (Reading)

Guests: Yvette Juarez, Carolyn Chambers, David Fabish, Tim Nguyen (proxy for Kay Nguyen)

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 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

The Meeting was called to order at 2:10.

Approval of Minutes: April 16, 2013: Niki Lovejoy moved to approve the minutes. Scott O’Neil seconded the motion. Bonnie Helberg, Renee De Long Chomiak, Anna Fischer, and Norma Rodriguez abstained. The minutes were approved as read.

Confirm Membership: The committee reviewed the current composition of the committee and discussed the idea of reducing the committee membership. Changes were suggested and noted. At the next meeting, the committee will make a decision about whether or not to make changes to the committee membership structure.

Success Center: Francie Quaas-Berryman presented a comprehensive report of activity in the Success Center for the 2012-2013 academic year. The report included data on traffic and use in the Success Center, student satisfaction survey data, employee satisfaction data, and data on the impact Success Center use has on student success in math and English courses. Francie Quaas-Berryman also shared information about an embedded tutoring pilot that is taking place this semester in several math and English courses.

Reading Apprenticeship: Francie Quaas-Berryman presented information about an opportunity to participate in a professional development program: Reading Apprenticeship. The program involves participating in a 3 unit online course through CSU East Bay and participating in on campus meetings. The goal of the program is to help faculty develop strategies to teach students how to fully engage with readings in a particular discipline.

Items from the Floor:

- Scott O’Neil expressed concern that the committee hears reports but doesn’t make many decisions. In the discussion around this, it was suggested that the committee review the job description for the Success Center Instructional Specialists and the Dean of Academic Support and Institutional Effectiveness. In the case of the dean position, the college is reviewing that description, so there may be an opportunity for the committee to make suggestions on how (if needed) the position could be modified.

The meeting adjourned at 3:00

Next Meeting: September 17, 2013: Self Study Report