Date and Location: 11/19/14, ADM 109

Attendees: Melissa Aguilar, Ricardo Delgado, Rob Mieso, Jennifer Myhre, Thomas Ray, Jerry Rosenberg, Rowena Tomaneng, Lorrie Ranck, Jacqueline Reza, Marlene Ornelas, Monika Thomas, Veronica Avila, Sabrina Stewart, Stephen Fletcher, Karen Hunter, Lori Clinchard, Diana Alves de Lima

Guests:

Absent: Mayra Cruz, Melinda Hughes, Angela Caballero de Cordero, Deborah Centanni, Julie Ceballos, Veronica Neal, Mallory Newell, Rebecca Fouquette, Virginia Marquez

Note taker: Deepa Yuvaraj

**Discussion**

**I. Review agenda and minutes from last meeting**
- 10/15/14 minutes approved with corrections - C3. IEP high school
- Agenda approved

**Introductions and Community Building activity**
- Energizer – Jen
- Affirm a new member – Karen Hunter

**II. Student Equity Report**

A. Summary:
- The report is due in Jan ‘15
- Has been presented to DASB
- Closing achievement gap

B. Planning documents are referenced, cultural competency as an area of focus
- To capture the breadth and scope of Equity plan

C. Planning process slide
- Budget allocation process after submitting the report
- To have a transparent process in place
- Take the equity allocation – split this between SSPBT and IPBT
- Population is specific
- PBT will see proposal
- June 2015 deadline to spend the money

D. Indicators
- Access – expected outcomes – Activities – AAPI serving institution + Detailed assessment for targeted students
- Course and Degree Completion - Professional Development, Basic skills, pedagogy + Shared governance – course completion (Model similar to ‘leading from the middle – RP’)
- ESL and Basic Skills – specific depts. – Gaps + Basic Skills Institute – DARE funded
- Degree and Certificate Completion – Enrollment priority
- Transfer – range of activities – student service and instructional side – aligned to 3SP plan

E. Funding:
- Equity + 3SP + BSI
- Comments and Questions to be sent to Rowena

F. Staff for Institutional Research –
- 3SP – researcher to be added
- BSI – we also have allotment for researcher

G. Recommended area for enhancing including HEFAS

**III. 2014-15 DARE Sub Committees**

Group Discussion - Mission – review list from previous minutes – set 1 or 2 major priorities for this year

**Group 1: Re-envisioning Assessment**
Members: Rob Mieso, Stephen Fletcher, Jerry Rosenberg, Sabrina Stewart
  - Ways to assess study skills and life skills and then have co-requisite – strongly suggested course
  - See how students fill application and go through the process – how to change the institution – true experience
    - next meeting sit there and walk through

**Group 2: Targeted intervention at lowest levels of placement**
Members: Rowena, Jen, Thomas Ray, Melissa, Ricardo, Diana, Karen Hunter
  - Helping set a research agenda for researcher position – what data will help reduce russian winter plot
  - Mentoring – need a full time person who coordinates – so roles are clear
  - Co-requisites that would teach the non cognitive skills that students need
  - EDS and DSS services

**Group 3: In-reach to folks outside of Math, English and ESL – All education is developmental**
Members: Jeff Schinske, Lori Clinchard, Lorrie Ranck, Marlene, Veronica Avila, Deepa
  - Use a fact sheet, has information from roadshow, We commit to talk to one person for 5 min about DARE, follow up with fact sheet and video – one person from DARE talks for 5 min – shorter, more personally,

**IV. Updates**
A. Online Orientation – from Diana and Lorrie
  - Invited people on 3 SP working groups, counselors, revisit what was important, what are some examples of engaging media
  - Now to form a taskforce, deadline is very soon
  - We have 9 components per state mandate, address all the features
  - Can it build it all at one time – no, Look at vendors and look at ways of producing

B. Multiple Measure Assessment Project – Jen
  - High school GPA – decision models being looked at
  - Convening is here at Dec Thursday
  - Have a DARE team – decision trees are worth looking at

**V. Announcements/Good of the Order**
- Monika Thomas will not be part of the DARE Taskforce after this quarter
- Opening for a faculty position to replace Monika and ESL area
- Good of the order – Student’s video - Ricardo

**Next Meeting:**
- **DARE Core**: Tuesday, Dec 2: 9:15 – 10:15 am, Admin 109
- **DARE General**: Wednesday, Dec 3: 3:00-4:30 pm, Admin 109