I. Review agenda and minutes from last meeting
   • 2/18/15 Minutes approved
   • Agenda - Amendments - Jerry or Rebecca are not here - Add Jen for the Activity
   • Community Building - Veronica - modified 36 Questions from the NY Times article:
     o If there was one thing you could change about the way you were raised, what would it be?

II. Basic Skills Grant Budget Update – Rowena Tomaneng
   • Projected expense based on categories of the grant
     o Cat A - 100k, Cat B - St Assessment - 100k, Cat C - Counseling – NIL, Cat E - Alignment - NIL
     o Cat D - Tutoring - 220k
       ▪ Student Success Center – Math, LA and General Subjects
     o Cat F - equipment - 75K may go over - more faculty want to use Clickers
       ▪ Order more clickers - advertising to basic skills faculty
       ▪ iPad pilot - move away from adding to cohorts – will not start until fall 15- target non cohort basic skills courses
     • Pilot to be implemented in standalone Basic Skills courses
     o Cat G1 – Coordination - 120k, Cat G2 - Research - 60k
     o Cat G3 – Professional Development - 60k
       ▪ Staff Development - on campus - we might not spend total projected
   • When we sent to state - Allocations were readjusted – current Grant budget is over $700k
     o There is no carryover, if we do not spend it will go back to state
   • About $200k has been expended already
   • Winter – ‘Smarthinking’ tutoring time has been increased but not posted yet so increase by $80k
   • Some expenses are posted Monthly and Some expenses have not been expended at all - Faculty Portal
   • Where we are concerned:
     o Cat A is a little slow, we added more proposal deadlines for requests under $5000
     o Increase number of Part Time faculty who can attend workshops like the Linkages Institute
   • We are in a good place but the challenge is that we have a compressed timeline.
     o Jen - bring in technology like clickers and use this as an incentive for Basic Skills faculty
   • Q: Can proposals come from students?
     • A: Yes, there is a restriction - we cannot do book vouchers or scholarships, but grant can pay for speakers of a workshop and make a connection to Basic Skills in the flyers and workshop materials
   • Q: Do students know that they can send proposals?
     • A: No - we can put the word out to student representatives in DARE and also other Student reps.
   • Other types of research that we need - we did hire a researcher
     o We could have a participatory research with students and it could be DARE sponsored
   • Something impactful, all budgeting processes are clean in terms of state auditing
• Q: Lead tutors? A: In a new grant - training mentors and infrastructure - to be part of Equity plan.
• Send us your ideas - talk to colleagues, we could formulate even before proposal process.

**III. Subcommittee activity on New application – Jen**

- Jen demonstrated a new application
- Feeling mildly irritated that I have to scroll through again through everything filled already
- Took 15 minutes to complete but did not include every college
- There should be somewhere where it says ‘we are excited to meet you’
- What happens if I click ‘keep moving’ - goes to state wide
  - There should be something that says you are not done yet, you must do this that you have to go to get a student ID - an email from De Anza that says here is your student ID
- First quarter takes you to De Anza Website
- If we do not click ‘keep moving’ we go to deanza.edu
- Clicked on 3 links and still on the website
- Click on apply to DeAnza college it goes to CCCApply
- How do I know if I have to take placement test
- The Statewide webpage asks me if I need to take placement test
  - Feeling anxious, right about now we want a human being who can tell us what to do
- If you say yes - it takes us to placement testing page
- Lot of information for a new student
- Want to know about retest policy right away
- May be see test samples to make the appointment
- Its taken 4 links to get to English test
- Remove maybe, No retest for Math; Seems like we need to change retest policy
- At this point we have not got to orientation and we do not know what priority registration means
- Alternatively, a student could watch a short module and go to a link
- Make your appointment button - went to same page after agreeing with all the agree buttons accepted
- This is critical 4 weeks - this is what you need to get priority registration
- Ricardo - shows Counseling webpage disclaimer
- Need a webpage review protocol
- Comments on the experience:
  - Make it more simple, reading all of it, it gets so confusing
  - It should not need so much help, Lots of information
  - We want some visuals - like a flow chart - a dynamic flowchart
  - Dissatisfied, After survey - I feel like saying Keep moving
  - There is so much information, Feels overwhelming
  - I do not want choices - I want somebody to tell me what I need to do next
  - Students could help in SAC in the beginning of quarter - first week
- What state are we in when we get there -
  - It is a labyrinth, Mythology game; Online orientation committee should take this on

**IV. Announcements/For the good of the order**

- Euphrat Reception - at 5:30 - food and culture are integrated

| Next Meeting | DARE Core: Tuesday, Mar 2, 2015: 9:30 – 10:30 am, Admin 109 | DARE General: Wednesday, Mar 3, 2015: 3:00-4:30 pm, Admin 109 |