

TITLE III STEERING COMMITTEE MINUTES

Meeting Overview

Host	Carolyn Keen		
Attendees	Gregory Anderson Andrew LaManque MaryAlice Bonilla Lisa Markus	Barbara Illowsky Jefferson Shirley Jerry Rosenberg	Howard Irvin Margaret Michaelis Diana Alves de Lima
Date/Location	03/20/09 at 1:00pm in De Anza Adm. Room 106		
Note Taker	Naita Saechao (Title III Project Assistant)		

Agenda

1. Communications
 - a. Newsletter – Last individual newsletter, with all grants to be covered in Spring quarter in a single consolidated format
 - b. Website: <http://www.deanza.edu/studentsuccess/title3/index.html>
 - c. Sponsoring the Teaching & Learning Conference (May 15, 2009)
2. Work with Mae Lee and Impact AAPI
 - a. Lydia Hearn’s organizing the Grant Coordination meetings
 - b. Spring Classes – Two LARTs (1 regular LART, 1 Impact AAPI LART) courses will be offered.
 - c. Meeting on Monday from 4 – 5pm with Howard Irvin, Edwina Stoll, Kristin Skager, Ulysses Pichon, Mae Lee, Gregory Anderson and the Impact AAPI team.
3. Math Team Update
 - a. Supervisor for MSRC – to be hired pending approval of Board.
 - b. New Basic Skills tutors in Math project—will be turned over from Barbara Illowsky to new supervisor; see website for details.
 - c. Math Team work – Anderson summarized efforts to date; see website for details
4. Language Arts Update – Carolyn

Meeting Minutes

1. **Communications**
 - a. Newsletter – Gregory Anderson passed out hard copies at the meeting.
 - i. The online version can be found at: <http://www.deanza.edu/studentsuccess/title3/updates.html>
 - ii. There will be a joint newsletter going forward in collaboration with the Impact AAPI and BSI grants. The organization of this newsletter is not yet determined. This newsletter is will support our objectives of coordination with the institution.

- b. Website: <http://www.deanza.edu/studentsuccess/title3/index.html> -- our website has been kept up-to-date regarding projects, news, minutes from meetings, etc. Please utilize this site as a resource for the future. Many documents can be found on the website with all the necessary resources.
- c. Sponsoring the Teaching & Learning Conference (May 15, 2009) – Another project which will help to highlight the institutional coordination efforts of Title III with other programs/projects.

2. Work with Mae Lee and Impact AAPI

- a. Lydia Hearn's organizing the Grants Coordination meetings
 - i. The Grants Coordination meetings have begun with the three main grants represented – BSI, Title III and Impact AAPI. The joint newsletter is the most recent idea from this group.
- b. Spring Classes – Two LARTs (1 regular LART, 1 Impact AAPI LART) courses will be offered.
 - i. Carolyn has been working with Mae Lee to coordinate efforts since the Impact AAPI grant and the Title III grant target specifically the API student population at DeAnza.
 - ii. Tracking the progress of the students in these Spring LART classes will be a joint project for Spring to assess student outcomes.
 - iii. There is a curriculum coordinator which will help to ensure that efforts are integrated.
- c. Meeting on Monday from 4 – 5pm with Howard, Edwina, Kristin S, Ulysses, Mae, Gregory and the Impact AAPI team to discuss ways to collaborate with Sankofa and Impact AAPI.

3. Math Team Update

- a. Supervisor for MSRC –
 - i. A Supervisor has been selected—Supa Marti. The next step is to get it approved by the April 6th district meeting. Jerry Rosenberg expressed confidence that this essential position will be filled.
 - ii. A letter will be sent to Murphy/Espinosa-Pieb to rally support for this position and will discuss the criticality of the position.
 - iii. In addition, Carolyn will also write a short email regarding the criticality of this position for Title III grant funding, as it was originally written into the grant and represents approximately one fifth of the entire budget.
- b. New basic skills math tutoring project
 - i. Barbara Illowsky has worked with Andrew to look at success rates of students in her program. The results show that the students who participated did better than EnableMath participants, and nearly as well as MPS participants.
 - ii. Faculty meet regularly and have written exam two together, as well as the final exam, classes are using the same general calendar and assignments. Student tutors are also taking a tutoring class with Diana Alves de Lima, and students

participating in the program are given extra credit for attending a tutoring session (5 points for once a week, for a total of 50 points for a ten-week period).

- iii. The response from some students are that they hated going to tutoring, but are glad in the end that they went because that was how they got through the class successfully. “A” students also wanted to be exempt from going to tutoring, but these students have also been used more effectively by incorporating them into the class support structure, and then further utilizing the actual tutors as “supervisors.” A Senior Tutor has also been used to oversee the project, Tolliver, a current calculus student who went through the experience. A tutor’s experience also shows an increase in self-esteem and confidence about their math ability and interests in teaching in the future.
 - iv. For future work, there is interest in looking at how students did in Math 212 and subsequently Math 114. There is also interest in following the trails of the tutors and their progression up to transfer level math coursework.
 - v. Barbara will write up a half-page summary reporting her findings.
- c. Math Team work – Gregory
- i. Math Department Retreat – June 5th from 12:30 – 4:00pm. Jefferson Shirley is a part of the organizing committee.
 - ii. Anne Leskinen has been working on developing the Math modules to enhance and target students’ individual learning needs and gaps.
 - iii. Herminio Hernando will be out on PDL in Spring and Fall; Veronica Avila will replace Herminio during his leave, pending approval from Dean Irvin.

4. Language Arts Update – Carolyn

- a. Wiki Space – there is a wiki space created by the Language Arts team which provides updates and information regarding meetings and progress.
- b. Entrance, Midterm and Exit surveys were shared; further details needs to be discussed to understand these instruments –
 - i. What is the purpose?
 - ii. How will it enhance Title III objectives?
 - iii. Is it a new intervention or will it result in a new intervention?
 - iv. What will be the new-found value of this information and how could we use it for Title III purposes?
 - v. How is it extending past something we are already doing?
 - vi. The Language Arts Team will be invited to the next meeting to present their work; a meeting with Andrew is also suggested.
- c. Individualized modules are also being developed currently. The Language Arts Team will report back shortly regarding efforts with modules – i.e. “Contextualized Grammar Modules for Gen 1.5.”

Action Items:

- Carolyn will write a short email regarding the criticality of this position for Title III grant funding.
- The Language Arts Team will be invited to the next meeting to present their work; a meeting with Andrew is also suggested.
- The Math Team will also be invited to a meeting of this committee to present their work

Next Meeting:

Host	Carolyn Keen
Attendees	Title III Steering Committee
Date / Location	TBD