

Title 3 Language Arts Developmental Team (LARTS)

Present: Judy Hubbard, Carolyn Keen, Julie Pesano, Ulysses Pichon, Julie Sartwell, Cheryl Woodward

Feb. 09

1. Resource List—Cheryl and Julie share what they found, which was that a campus group had been assigned to compile a list of services and get it on the De Anza homepage. She told us that she would be meeting with them and would report back to us but that we should be able to use their work and not duplicate.

2. We discussed what we needed

- On a website: How can students identify in what areas they can find support?
- The website needs to get updated regularly); instructors need to have a workshop on resources on opening days
- on list include a description of how to get Ss to this S
- work with Student Services Committee to create list

3. Julie Sartwell reported on meeting with Andrew. He has been swamped with requests and will get us information as soon as he can.

4. We reviewed goals and timeline as applicable or “Activity Objectives” **(How do we include that some of this has changed b/c of the budget???)**

5. We reviewed our instructor tracking sheet (We want Ss to track their progress in class, i.e. attendance, HW)

We have several forms of a tracking sheet and will make these available to colleagues during upcoming workshops.

6. We reviewed and revised student surveys (beginning, middle, and end of the quarter), made a few changes . Julie Sartwell will send out revisions to the surveys.

7. We discussed that we will ask LART 211 for S 09. (Fasano, Panfili) to have students complete these surveys and will get student and instructor feedback.

8. We decided on the necessity to set up a meeting in June or the end of May with Gregory, Rowena, Christina with a packet of materials that have been completed so far:

- 1) instructor tracking sheet
- 2) S tracking sheet

- 3) surveys
- 4) the modules
- 5) list of support options

9. We reviewed part of verb module completed by Craig and Judy.

Upcoming Agenda:

Prior to meeting

- 1: finish looking over verb module
- 2: Finish modules

At the next meeting:

review the rest of the modules