

Transfer English and Math Subcommittee

Co-Chairs: Paulette Hopkins, Becky Stephens, and Melissa Wolfson

February 3, 2020

1:30 p.m. – 2:45 p.m., Rm. N-206

MINUTES

Approved: 3/2/2020

Present: Dave Clark, Iliana Grijalva, Paulette Hopkins, Stefanie Johnson Shipman (by proxy), Meredith McGill, Ken Reinstein, Becky Stephens, Donnie Tran, Melissa Wolfson, Xi Zhang

Absent: Reylyn Cabrera, David Halttunen

Guests: Allen Andersen, Lou Ascione, Lisa Brewster

I. Call to Order

The meeting was called to order at 1:34 p.m.

II. Approval of Agenda

MSC (Reinstein/Clark) to reorder the Old Business portion and approve the revised agenda.

III. Approval of Minutes from November 4 and 18, 2019

MSC (Clark/Reinstein) to approve the minutes of November 4, 2019 as presented. (1 abstention)

MSC (Clark/Grijalva) to table approval of the November 18 minutes for editing (1 abstention)

IV. Old Business

A. Professional Development Report(s)

On behalf of the English department, Allen Andersen reported that several faculty attended the professional development opportunity relative to teaching “X” courses. The workshop was interactive and included topics such as assessment, grading, technology in the classroom, Bloom’s taxonomy, and reflection. Allen and Rodrigo Gomez will be the facilitators and continue to support English faculty. Of the attendees, four have been assigned an “X” course this term. It was stated that reports from ELAC and Math will be on a future agenda.

A general discussion followed about the “X” classes since seven courses were cancelled this semester (4 in English; 3 in Math). Feedback included levels of understanding about the courses, marketing efforts, student course-taking behavior, registration process, campus communication, and curriculum design. It was suggested that the Math and English TEAM Coordinators be the liaisons to the counselors. It was also mentioned to survey the students who are not in the “X” classes as to reasons why and to think about strategies to increase enrollment.

B. CGC Update

Paulette Hopkins reported that at the last CIA (Collegiality in Action) meeting, the proposed governance handbook did not have the TEAM subcommittee charter included. Also at the recent CIA meeting, concern was expressed about the “transfer” terminology and objective of the committee. Stephens/Wolfson presented a revised draft.

Discussion followed regarding subcommittee name, function, and how TEAM can align with the need to increase student success in ELAC, English, and Math on a more broad-based spectrum, and continued efforts to impact overall student completion and graduation. It was mentioned that this subcommittee has a link with Student Equity and Achievement (SEA) on campus. Nessa Julian offered to distribute a committee charter (Student Success and Equity) from her former college.

Since timeline is short, Stephens/Wolfson to send the draft of the committee charter to members for feedback and follow-through with the shared governance vetting process.

C. 2019-2020 TEAM Coordinator Introductions

Paulette Hopkins welcomed Melissa Wolfson (Math) and Becky Stephens (English) to their roles of TEAM coordinators. Member introductions were made.

D. ELAC Support Discussion

Item tabled.

V. New Business

A. SEA Program Activity and Research Reporting

Stephens informed the committee that the activities in the SEP (Student Equity Plan) need to be revisited relative to the research component. Xi Zhang indicated she will review achievement data. Further discussion needs to be focused on quantifying results of interventions (i.e. workshops, student evaluations, assessment).

B. Budget Review

Item tabled.

C. Professional Development Opportunities

None mentioned.

VI. Other

No other items.

VII. Adjournment

MSC (Zhang/McGill) to adjourn at 2:46 p.m.