

UDL—"Success By Design" Minutes

September 25, 2017

UDL Mission Statement: The UDL committee will identify and share academic support resources, based on best practices, with students and faculty to facilitate student success, persistence and retention. Brings forward a plan to the PVCC Strategic Planning Council and College President for consideration and possible funding.

Attendance: Stephanie Polliard, Mary Early, Renee Cornell, Diane Chapman, Amy Woodbeck, Cynthia Diefert, Sheila Beeler

1. Developments in Dev. Ed

- Diane updated us on the Guided Pathways movement, and much more information will be forthcoming!
- Stephanie shared the current discussions about multiple measures for student placement in developmental course based on conversations from District level developmental meetings and IC agenda items.

2. Conferences

- NADE—February 21-24 in Washington D.C.
- Student Success Conference—November 3
- Additionally, Diane Chapman shared that there will be a Career Explorations Conference in Phoenix in the near future. She will have more details later.

3. Outreach for students

- Final exam "bookmarks" from last semester and the leftover treats with positive affirmations attached will be provided to the LSC who will work with the library to have a table of resources and goodies for students as we approach midterms. The table will be in the E building hallway on 10/16 & 10/17.
- Sheila shared a form letter that she uses with all students who have less than a 70% in her class. It indicates what options are available for student assistance ranging from teacher contact information, to the LSC resources, to counseling, to how to withdraw from a class as the last case scenario.

- Mary Early reminded everyone that Donald is now a full-time success coach, so we need to get the word out to students. He can make classroom visits, too!

4. Staff Training/Instruction:

- The fall learning session was canceled. There seemed to be overlap between that scheduled session and the other sessions that Jim Rubin offered.
- We will decide at the next meeting what the focus of a January session will be.

5. Website & Sharing

- Stephanie will contact Sam Fraulino about creating a course for our UDL resources. Amy, Sheila, and Cynthia explained how they have a similar "course" for reading resources, so we might want to investigate that set-up.
- Mary Early shared concerns about the low attendance at the recent grammar workshops. She also stated that the dominant audience was ELL students who needed alternate topics—topics that will be covered in the October series of workshops. However, without these workshops, the students struggled with the content of the first set of grammar workshops.
- Several of us will meet with Mary on October 20th to brainstorm how to remedy the problem. The goal is still to have all workshops videotaped and placed in the Canvas course.
- We brainstormed other content ideas which included: annotating text, notetaking, research skills, and questioning strategies.

6. New Business

- We will establish the goals for this academic year at the October meeting which is on 10/30/17. We changed the time to 2:00 as our standard meeting time.

UDL—"Success By Design" Minutes

October 30, 2017

UDL Mission Statement: The UDL committee will identify and share academic support resources, based on best practices, with students and faculty to facilitate student success, persistence and retention. Brings forward a plan to the PVCC Strategic Planning Council and College President for consideration and possible funding.

Attendance: Stephanie Polliard, Renee Cornell, Pam Osback, Lili Kang, Kim Dean

(Several people were missing due to personal emergencies and illness.)

7. Developments in Dev. Ed

- District—Dev Ed Core Team & Dev Ed District Council
- Guided Pathways
- Multiple measures—Diane reported that she puts herself in the developmental education discussion groups at the District pathways meetings. She stated that we need more representation from developmental instructors.

8. Conferences

- NADE—February 21-24 in Washington D.C.
- Student Success Conference—November 3
Diane Chapman mentioned that the focus of much of the conference would be on guided pathways.

9. Outreach for students

- KSC "midterm" welcome table was a success
- We decided that a representative from UDL should ask division chairs for an invitation to attend a division meeting to share our mission and goals as well as to recruit additional members from other disciplines.
- We brainstormed ideas for communicating with students.
- We identified Donald (success coach) as a person to invite to meetings.
- Encourage instructors to use a form letter (like Sheila's) to apprise students of course progress (grades and attendance) and options.
- Pam suggested a "midterm syllabus quiz" that she uses with students.

10. Staff Training/Instruction:

- Plan for a January Learning Week session
We decided to focus on Universal Design principle I: Multiple Means of Representation, and we discussed ideas only. *More planning for this session will take place in November* before submitting a proposal to Michaelle Shadburne.

11. Website & Sharing

- Repository/Canvas Portal—We added several people who were at the meeting to the “people” in the Canvas course. Our “course” is UDL Resources. Invitations will be forthcoming.
- Content for the Canvas repository was brainstormed which included: videotaped sessions of learning sessions, links to District developmental education announcements, links to DRS and ADA compliance, Jim Rubin’s mental health awareness information and his Autism spectrum strategies, library resources, and UDL resources from CAST.
- Some of these ideas were immediately created as module headings in the Canvas course.

12. New Business

- Goals for this year
 - Boot camps?
 - Increase outreach and marketing
 - Canvas course repository building now that we have a course to work with!

UDL—"Success By Design" Minutes

November 27, 2017

UDL Mission Statement: The UDL committee will identify and share academic support resources, based on best practices, with students and faculty to facilitate student success, persistence and retention. Brings forward a plan to the PVCC Strategic Planning Council and College President for consideration and possible funding.

Present: Stephanie Polliard, Cynthia Diefert, Mary Early, Diane Chapman, Kim Dean, Lili Kang, Amy Woodbeck, Pam Osback

13. Developments in Dev. Ed

- **District—Dev Ed Core Team & Dev Ed District Council:** No new developments.
- **Guided Pathways:** Diane reported that we need to recruit students to be part of the “pathway discussion” and we also need developmental instructors to get involved in the discussions.
- **Multiple measures:** Discussions continue at the IC level, but there is widespread concern about using GPA as a multiple measure, especially in math.

14. Conferences

- NADE—February 21-24 in Washington D.C.
 - AADE—January 26 @ Rio Salado CC
- Attendance at these conferences was discussed and encouraged. Stephanie and Cynthia will be attending NADE. Stephanie is also attending AADE. Reports will follow.

15. Outreach for students

- **Spring 18 outreach:** We discussed participation in Pumapalooza like last spring, so planning will begin at our January meeting. The table with snacks and resource information in E building at midterm was well-received by students and is a practice that we want to continue. We brainstormed ideas for sharing information with instructors regarding events on-campus such as the library “research parties” because emails to instructors and randomly posted flyers are not as effective. One idea was to print and distribute flyers for each target class like we do for Grammar/ELL workshops.

16. Staff Training/Instruction

- **Plan for a January Learning Week session:** We used most of our time to discuss the content focus for a Learning Week Session. Stephanie suggested that we focus on *UDL Principle 2: Multiple Means of Action and Expression* and specifically present *Guideline 6: Provide Options for Executive Functions*. Cynthia suggested a Google Slide so that everyone could contribute content and best practices. Diane Chapman will share materials and present part of the session on goal-setting behaviors; Stephanie will organize the collaborative slides and present the other aspects for monitoring progress,

supporting students with planning and strategy development, and managing information and resources.

17. Website & Sharing

- **Repository/Canvas Portal:** Invitations were sent through Canvas to committee members; others can be invited by request through word-of-mouth. We thought maybe we could attend specific Division meetings and briefly present information about UDL and the Canvas resources.
- **Content:** This is an on-going discussion. We would like to arrange taping for the Grammar/ELL workshops in February and upload these to the Canvas course.

18. New Business—to be continued in future meetings

- MSI 2015 team goals review continue to guide our conversations and goals.
- Goals for this year
 - Continue student and faculty outreach efforts
 - Boot camps?

UDL—“Success By Design” Minutes

January 29, 2018

UDL Mission Statement: The UDL committee will identify and share academic support resources, based on best practices, with students and faculty to facilitate student success, persistence and retention. Brings forward a plan to the PVCC Strategic Planning Council and College President for consideration and possible funding.

Attendance: Stephanie Polliard, Sheila Beeler, Cynthia Diefert, Kim Dean, Pam Osback, Renee Cornell, Diane Chapman, Lili Kang, Mary Early.

19. Developments in Dev. Ed

- *District—Dev Ed Core Team & Dev Ed District Council:* Stephanie shared the “Vision for Integrated Developmental Education” plan which was a collaborative effort articulated through the District Dev. Ed. Council. We used the document to focus the UDL role in the transformation and pathways discussions.
- *Guided Pathways:* Using the Integrated Developmental Education model and the UDL role imperative to those discussions, we decided that we should invite other representatives (testing services, advisement) to our meetings. Our role will be contained to success strategies that facilitate student learning—study strategies, notetaking strategies, placement preparation, and professional development opportunities to share UDL strategies with faculty.
- *Multiple measures—*Using the Integrated Developmental Education model and the UDL role within that paradigm, we discussed test preparation and placement issues. The discussion also aligned with the AADE conference notes below.

20. Conferences

- *NADE—*February 21-24 in Washington D.C. Stephanie and Cynthia will be attending and reporting at the February meeting.
- *AADE—*January 26 updates from attendees: Stephanie, Cynthia, Sheila, and Pam attended the conference. First, the primary focus of the conference was on multiple measures and the necessary distinction that it should be more accurately used as “mixed measures.” The first speaker, Alexandros Goudas, shared compelling research for the limitations of high school G.P.A. Second, everyone was impressed and inspired by the robotics instructor from Carl Hayden High School, “Fred” Lajvardi, and the story about the robotics team that beat MIT and other top college level competitors. The “takeaways” were about challenging misconceptions and belief systems regarding students’ abilities and providing challenges and resources for students to rise to the top.

21. Outreach for students

- *Pumapalooza* planning for 3/28/18: We agreed to participate in the event with a similar approach to what we did last year—snacks with positive affirmations, bookmarks and handouts
- *Boot camps*: These are currently being offered in math. English/Reading would like to develop these. Stephanie and Renee are starting the research and discussion process. We will also work with Mary Early who offered a similar approach with Early College with strong success rates.

22. Staff Training/Instruction:

- *Debrief on the January learning session*: The session was not well-attended, but those who were there felt that it was valuable. We speculated that the session's Friday timeslot was probably the reason for low attendance. We still believe that these learning sessions are valuable and will plan one for learning week in August.
- *UDL session for FYE faculty*: Stephanie presented an in-depth overview of the UDL pillars and the embedded guidelines for each at the January 19th FYE session for probationary faculty.
- *Division meetings*: We decided that we would assign liaisons for division meetings so that we begin to convey that "Success by Design" using UDL concepts is the responsibility of every faculty member in every discipline.

23. Website & Sharing

- *Grammar Workshops and ELL workshops*: We asked for people to spread the word about the coming workshops. Mary Early did not want these to be taped at this time. We will look into options for recording that do not show the presenter but that still capture the content.
- *Other content*: We can work on adding accuplacer/writeplacer test preparation information. We also discussed other technology such as the PVCC app as a way to connect UDL resources with students. More about that will be discussed at the next meeting.

24. New Business

- Due to the lengthy discussion around the "Integrated Vision," we did not have much time to discuss new business. Concerned that UDL was not addressing students with disabilities, Pam did ask if there is a committee that works with disability services. The short answer was that disabilities are handled through Iris's department and not UDL because "disability" and "developmental" are not synonymous, although there are obvious overlaps between the two populations.

UDL—“Success By Design”

Minutes for February 26, 2018

UDL Mission Statement: The UDL committee will identify and share academic support resources, based on best practices, with students and faculty to facilitate student success, persistence and retention. Brings forward a plan to the PVCC Strategic Planning Council and College President for consideration and possible funding.

Attending: Stephanie Polliard, Mary Early, Kim Dean, Sheila Beeler, Pam Osback, Cynthia Diefert, Diane Chapman, Amy Woodbeck, Renee Cornell, Lili Kang

25. Developments in Dev. Ed

- District Dev Ed Core Team & Dev Ed District Council
 - The Dev Ed Council did not meet in February, so no new information was presented other than a preview of MSI.
 - MSI is taking a different direction this summer. It will be only two weeks with cross-college, cross-disciplinary projects.
- Guided Pathways
 - We want to remind people who are involved in any of the Pathways projects to keep developmental education in the conversation. We need voices on the mapping teams, and the future conversations regarding embedded success strategies will be an important focus for this committee.
- Multiple measures
 - This conversation is on-going at the IC levels and at District. No new developments were reported.

26. Conferences

- NADE—February 21-24 in Washington D.C.
 - Stephanie and Cynthia attended the conference. Much of the discussion at the conference was on integrated reading and writing and brain-based learning. They are willing to offer a future learning session on the learning theory shared at the keynote presentation.

27. Outreach for students

- Pumapalooza planning 3-28-18
 - We spent the majority of the meeting time planning our Pumapalooza/Student Success Fair involvement. After brainstorming 80s themes, we settled on a “Where’s Waldo” theme because it is his 30th Anniversary, too.
 - We will provide snacks with “affirmations” again. This time, we will use labels!
 - We will distribute “diplomas” with two types of messages: wellness tips and managing test anxiety tips.

- Pam will write a back story for the interactive activity. Amy will make the “diploma” information sheets for wellness and managing test anxiety. Kim will obtain sticky notes for the activity. Cynthia is in charge of getting a blown-up poster of Waldo and laminating it. Sheila will secure some *Where’s Waldo* books for engagement at the table.
- Non-academic boot camps?
 - We brainstormed alternate names for “boot camps” and tentatively thought of “test prep camps” instead. Discussion for a plan and process will take place at a future UDL meeting. We will use what the ACE and HOOP programs use as a potential model for future work.

28. Staff Training/Instruction:

- Division meetings—who, where, what?
- Other?
 - *Not covered at this meeting due to Pumapalooza planning*

29. Website & Sharing

- Repository/Canvas Portal
- Content—What is there and what do we need?
 - *Not covered at this meeting due to Pumapalooza planning*

30. New Business

- Next meeting will be March 26th and will be a work meeting to prepare for Pumapalooza.