

**Florida Developmental Education Association  
Executive Board Meeting Minutes  
Tallahassee Community College  
444 Appleyard Drive  
Tallahassee, FL 32304  
Economic & Workforce Development Bldg. – Room 123  
Friday, April 13, 2007**

Call to order at 6:47pm by Dianne Kostelny, 2007 President

In attendance: Gail Burkett, Marjorie Simon, Wanda Cook, Nick Bekas, Dianne Kostelny, Janita Patrick, Linda Hidek, Susan Taylor, Sandy Burkholder, Russell Takashima, Marjorie Sussman, Karen Pain

Meeting opened with introductions.

Gail Burkett moved to approve minutes from the FDEA Board meeting in January. The motion was seconded by Linda Hidek. Motion carried; January minutes were approved.

### **REPORTS**

**Financial report** was made by Russell Takashima, treasurer. Format of the report has been updated to include transactions and balances by account (FDEA checking, savings, and FCRC) and by month. Balances as of meeting date:

- FDEA checking: \$22,699.40
- FDEA scholarship: \$19,045.07
- FCRC: \$ 5,573.83

FCRC fictitious name filing has not yet been completed. It is currently being addressed by Peggy Myers, Patti Levine-Brown and Laura Smith. Until fictitious name is filed and FCRC account opened, FCRC funds remain within the FDEA account. Concerns are noted about high scholarship balance (due to low number of applicants in previous years). Since new advertising campaign is now underway to increase applicants, discussion tabled until the post-conference meeting.

Move to approve treasurer's report made and seconded by Linda Hidek and Marjorie Sussman, respectively. Motion carried.

**Awards report** made by chair, Gail Burkett. Applications are coming in. Points of discussion:

- Should EAP students qualify as developmental education students? Yes, if EAP is under developmental education at the applicant's college. Gail will handle this on an individual basis and personally contact colleges as needed.
- Can an applicant submit the same essay for multiple award applications? Yes.
- FDEA will need to become a 501.3c organization (non-profit) or reduce scholarship amounts. Susan Taylor will recruit a volunteer to begin/complete the application process.

**Regional Workshops** were discussed. Only five participants pre-registered, but some walk-ins were expected. Continental breakfast to be provided with cost shared by FDEA and Tallahassee Community College.

**Achieving the Dream** update provided by Janita Patrick. PBS will air an interview with John Marrow that will include information on Developmental Education. The annual *Connections* conference is May 16-18 in Ft. Lauderdale. Information is available at: <http://www.fldoe.org/cc/ATD>.

**Newsletter update** reported by Marjorie Simon, co-editor. It is now completely online with very positive feedback. Future issues will be sent to Sandra Burkholder to forward to Council of Instructional Affairs. Hard copies were sent this time to college presidents, but beginning in August, they will be sent to their executive secretaries.

**Individual membership** update. It was noted that the FDEA registration form still asks for permission to include member contact information in printed directory. Gail Burkett moved to delete the request for permission and to discontinue printing the directory. Marjorie Sussman seconded the motion. Motion carried. Other concerns:

- Dianne Kostelny will remind Chara to NOT print home addresses in the conference program that includes a list of participants.
- Karen Pain will request a list of NADE members in Florida and provide to Dianne.

**Nominations** report was made by chair, Marjorie Sussman.

- Call for nominations will be sent to the general membership by Marjorie before the spring semester ends.
- Karen Pain, Gail Burkett, Linda Hidek, Dianne Kostelny will not run.
- Nick Bekas and Russell Takashima have not yet decided whether or not they will run for another term of service on the Board.
- Janita Patrick reminded Dianne that the web site does not list her as the Regional Workshop co-chair.
- Updated Board directory will include whether or not each Board member is appointed or elected.

**FCRC** is now under the leadership of Patti Levine-Brown (president). She and Jean Sieffert are planning the 2008 conference to be held 2/8/08 in Plant City, Hillsborough Community College. Laura Smith will present her dissertation.

**Political** update reported by Nick Bekas. Next topic for newsletter will be the inconsistency throughout the state on critical issues such as entrance and exit requirements. A discussion board and blog will be added to the website.

**Archives** update reported by Linda Hidek. Records and photos are being sorted and consolidated so that they are in order for the next historian.

**Institutional membership** has been updated and the list is being transferred to Susan Taylor as the new chair.

**Diversity** chair, Sandra Offiah-Hawkins reported (through Dianne Kostelny) that she has spoken to a NADE representative regarding the Diversity Committee but has not yet received confirmation of final details.

#### **Discussion: By-Laws**

- Mission statement is being rewritten.
- Article 2 will be updated by 8/1/08.
- Need to add in the election or appointment of a president-elect who will serve a three-year term (one as president-elect, one as president, and one as past-president). Susan Bierster will write proposal of statement.

- Need to change meeting attendance requirements: Board members to be elected before conference and all must attend the pre-conference meeting. In this way, positions can be known and appointments can be made at the conference.
- Board members who are completing terms of service will review and update position descriptions before the conference

**Division of Community Colleges** update was reported by Sandra Burkholder, who is under the Division of Community Colleges only (no longer part of Workforce Education). Handouts provided of statutes and rules related to Developmental Education.

- All developmental educators were encouraged to submit entries for the Division of Community Colleges Chancellor's Best Practice website at <http://www.fldoe.org/cc/Retention/>.
- Pell Grants will be offered at a maximum of \$4600 next year, and \$5400 over five years, representing the largest increase on record, according to Secretary, Margaret Spellings.
- 93% of students who completed Educator Preparation Institute (EPI) coursework in 2005-2006 and took all three portions of the Florida Teacher Certification Exams passed all three tests.
- In February, the State Board of Education approved 13 new baccalaureate programs at five community colleges creating a total of 43 degree programs at eight institutions.
- 27 of the 28 community colleges offer concurrent-use baccalaureate programs on campus through 2+2 partnerships with universities.
- College Goal Sunday was a success with over 4600 students and families participating at 49 locations throughout the state.

**NADE** update was given by Dianne Kostelny. 28 participants attended the Florida Chapter meeting during the NADE conference; 22 of those are FDEA members. NADE has money available to local chapters that FDEA will seek out. Dianne is working on the report which is due by May 1<sup>st</sup>.

**Website** manager report was sent to the Board by Chuck Folsom who continues to maintain the site for FDEA. Current highlights include:

- 2213 visitors to site between January and March 2007 (compared to 355 visitors during the same period 2006).
- Newsletter is now available on the website, as is the handbook, and a new page with announcements and Executive Board meeting minutes.
- Contract with iPowerWeb (ISP) ends in June. Renewal was approved at the January Board meeting.

Meeting adjourned at 8:56pm.

Respectfully submitted,  
Karen D. Pain

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Saturday, April 14, 2007**

In attendance: Marjorie Simon, Wanda Cook, Nick Bekas, Dianne Kostelny, Janita Patrick, Linda Hidek, Sandy Burkholder, Gail Burkett, Susan Taylor, Russell Takashima, Marjorie Sussman, Lynn Wallace, Karen Pain

Meeting called to order at 9:01 for presentation of 2<sup>nd</sup> Annual Workshops.

Featured Sessions:

1. Iris Strunc, Okaloosa-Walton College: "Using Strategy Instruction to Encourage Striving Readers"
2. Gail Burkett & Karen Pain, Palm Beach Community College: "Alternative Scheduling – 8 Weeks to Success" (Math, English & Reading)
3. Deborah Fontaine, Okaloosa-Walton College: "Engaging the Reluctant Writer"

Workshops ended at 12:10.

**Discussion: Workshops**

Although workshops were very beneficial, attendance was low. Discussion was tabled until the next meeting when evaluations are available, but suggestion was made to reconsider structure and scheduling of workshops to Fridays.

**Discussion: Conference**

- Committee roles and responsibilities were reviewed.
- Board agreed to discontinue provision of calendar and replace it with a pen and possibly a note pad in the welcome pack at registration and check-in.
- Prizes – Region 1 schools will each bring one – four prizes valued at \$100 total.
- Silent Auction – Board members will each bring something for the auction.
- Service Project – Tallahassee CC, Pensacola JC, Gulf Coast CC and Chipola CC will determine the service project.

**Discussion: September Board meeting**

Meeting will be in the conference hotel (Wyndham Orlando Resort) on September 8-9, 2007. Concern was expressed regarding time to leave the hotel for breakfast and lunch. Marjorie Sussman moved that the Board provide those meals for members. Gail Burkett seconded. Motion carried (8 to 3).

**New business**

There is general concern about statewide discrepancies among community colleges in exit exam practices. Discussion was tabled pending additional information anticipated from Mandy Mooreland, State of Florida, Department of Education.

Meeting adjourned at 2:56pm.

Respectfully submitted,  
Karen D. Pain