

**Florida Developmental Education Association  
Executive Board Meeting Minutes  
Pasco-Hernando Community College  
New Port Richey, Florida  
Friday, January 19, 2007**

Call to order at 7:21pm by Dianne Kostelny, 2007 President

In attendance: Marjorie Simon, Susan Bierster, Lynn Blanton-Mitze, Wanda Cook, Sandra Offiah-Hawkins, Nick Bekas, Dianne Kostelny, Laura Smith, Stanley Giannet, Janita Patrick, Linda Hidek, Karen Pain

Meeting opened with introductions.

**Discussion: By-Laws**

Nick Bekas has been reviewing Article II, Section I, paying particular attention to the stated purpose of FDEA. He moved to update the language of by-laws to include a mission statement instead of a purpose, and to rewrite points currently listed as "a-e" and specifically identify them as FDEA goals. Janita Patrick seconded the motion. Motion carried.

**Discussion: Position Paper**

Nick also discussed updating the FDEA position and requested that the writing be shared with those in specific discipline areas.

**Discussion: Committee Updates**

Using the current FDEA handbook, each committee was reviewed for current status. All committees are functioning adequately and further discussion will be included in the Saturday meeting (1/20/07). Individual Membership chair, Lynn Blanton-Mitze, requested help in updating accuracy of membership list and process of sending renewal cards. Linda Hidek will assist Lynn in both; Laura Smith will help with data entry and record updates. Dianne reminded the Board that all Board members should be active on at least one committee as listed in the by-laws.

**Discussion: October Meeting Minutes**

Linda Hidek moved to approve the October minutes. Motion was seconded. Motion carried. October minutes were approved.

**Discussion: Membership**

Dianne Kostelny has made personal contact with many colleges and has seen an improvement in Institutional membership with 27 currently paid. 166 individuals with prior memberships participated in the conference, 19 were added at the conference, and 25 had been added in the spring for a total of 210. Cards with membership expiration date were provided at the conference. The data base has over 370 names. Lynn, Linda and Laura will work on updating the accuracy of the data base. When updated, an electronic directory will be available by request, and the committee will consider electronic reminders for renewal.

**Discussion: Newsletter**

New co-editors are Susan Bierster and Marjie Simon. They are requesting the all articles and pictures be sent electronically for future submissions. Photographs specifically should be sent in jpg format to reduce necessary memory. Deadline for spring issue submissions will be March 15<sup>th</sup>. After much discussion regarding electronic distribution of future editions, Linda Hidek moved to print the last hard copy newsletter this time (spring edition) and include notification in that edition that future editions will be sent electronically, but to offer an option for a hard copy. Marjie Simon seconded the motion. Motion carried.

**Discussion: Current Legislation**

Nick reported that activity is at a minimum because the focus of the new administration is currently on reducing homeowner's insurance premiums. There is some concern but hope that funding to community colleges will continue under the new Crist administration. It was noted that current funding of students loans and Pell grants are not in keeping with the cost of living increase in the state. There is some legislative discussion surrounding CPT issues and curriculum alignment between grades K-20.

**Discussion: Website**

Chuck Folsom is still maintaining the FDEA Web page and has recently updated the site. Dianne let the Board know that since Chuck is actually retired, he suggested the Board begin to look for someone to be phased in that can actually one day assume the role of maintaining our site. Chuck has also recommended that the Board renew the contract with IPOWERWEB. We are currently only at about 10% of storage capacity. Discussion included a consensus that there is much growth potential including conference photos and videos. Nick Bekas moved that the Board invest \$170 every two years, beginning June 2007, to renew the IPOWERWEB contract. Linda Hidek seconded the motion. Motion carried; contract will be renewed.

Meeting adjourned at 9:00pm.

Respectfully submitted,  
Karen D. Pain

**Florida Developmental Education Association  
Executive Board Meeting Minutes  
Pasco-Hernando Community College  
New Port Richey, Florida  
Friday, January 20, 2007**

Call to order at 8:40am by Dianne Kostelny, 2007 President

In attendance: Marjorie Simon, Susan Bierster, Lynn Blanton-Mitze, Wanda Cook, Sandra Offiah-Hawkins, Nick Bekas, Dianne Kostelny, Laura Smith, Stanley Giannet, Janita Patrick, Linda Hidek, Sandy Burkholder, Sue Matheny, Karen Pain

Meeting opened with introductions.

**Discussion: Achieving the Dream (AtD)**

Janita Patrick reported.

- national meeting for AtD would begin on Sunday (1/21/07) in New Mexico
- currently 58 participating institutions in nine states; four colleges are from Florida
- grant is in its third year of selecting grantees
- grant is in its second year of implementation.
- goals of AtD remain to increase success (all courses, C or better) and completion rates among prep students, as well as to increase the retention rates from term to term
- tools to achieve goals vary among institutions but include Supplemental Instruction (SI), Supplemental Learning (SL), the use of Success Coaches, early notification of a potential need for intervention
- 2007 goals will be modified as needed / policies, services, and collected data will be reviewed
- AtD will continue to increase its focus on Developmental Education, to collect and examine data, and to share its results
- grant is funded by the Lumina Foundation for Education

Janita also reported that the Lumina Foundation is launching a new partnership campaign called "KnowHow2Go" to encourage low-income and FTIC students to take the steps needed to attend college. Lumina will partner with the Ad Council and the American Council on Education in this endeavor.

**Discussion: April Meeting with Regional Workshops**

- Tallahassee Community College
- 4/13 and 4/14
- will include the annual regional workshops with theme, Best Practices to Increase Student Success
- will feature two workshops: PBCC and DBCC to present the first on 8-week courses (to cover all developmental disciplines); Dianne Kostelny to recruit someone to present the second which will focus on strategies for student success
- free to members; \$10 for non-members
- Nick will bring banner

**Discussion: NADE update**

We are currently a chapter member in good standing. This includes a fee waiver for FDEA President and President-elect. Nick Bekas moved to send Janita Patrick as FDEA President-elect. Susan Bierster seconded it. Motion carried. We will donate a fitness-themed basket for the silent auction and each member will bring books for the book collection. There was also discussion regarding offering a paid registration for Chuck Folsom as a thank you for maintaining the FDEA Web site for so long. Laura Smith moved to pay for Chuck's registration and meals; Linda Hidek seconded the motion. Motion carried.

**Discussion: FCRC update**

Sandra Offiah-Hawkins reported.

- Annual FCRC conference will be at Indian River Community College 2/15 and 2/16 with featured presenter, Hunter Boylan.
- scholarship this year will be void as there were no applicants.
- FCRC is preparing for a separate Web page at some point in the future.
- FCRC will be able to open a separate account as previously decided when their fictitious name application is approved. The name will cost \$50 and will be approved for a five year period.

**Presentation: Pasco-Hernando Community College**

Sue Matheny, Associate Dean of Developmental Education, offered a presentation regarding their DE program and attempts to improve success at PHCC. Highlights included:

- Pass rates: good for reading, mid-range for English, and low for math
- Interventions include: new computer programs in classroom, adjunct handbook
- Future plans include: plan to review and revise course objectives for prep; paid training and mandatory orientation for prep teachers and students; SI; mandatory SLS course for students who test into two or more prep courses; inclusion of self-esteem as a topic in required SLS courses

Adjunct Handbook previously available only in print form, now offered this way or on CD. Has been voluntary but PHCC is moving to a mandatory requirement. Book offers best practices and specific strategies for teaching each discipline.

**Discussion: Diversity Committee update**

Sandra Offiah-Hawkins reported. 12-15 people throughout the state are serving on this committee. She is hoping to meet with them at the Connections Conference in Ft. Lauderdale to discuss some Hunter Boylan ideas and data that has been collected on minority students.

**Discussion: Welcome Committee report**

Sandra Offiah-Hawkins reported. The committee table at the 2006 conference was successful. Spending by this committee was \$300.65, almost exactly within the \$300 budget.

**Discussion: DOE update**

Sandra Burkholder reported upcoming items for the legislature:

- Spirit grants for a collaborative effort between secondary and post-secondary institutions
- Community colleges and feeder districts to partner
- Early and dual enrollment, as well as certificate programs all to increase
- GED grants to be considered
- Residency considerations may change
- College Goal Sunday is 2/25/07. (<http://www.fldoe.org/collegegoalsunday/default.asp>)

Sandra noted that work is being done on the community college home page and FDEA should consider linking to it. Dianne Kostelny will ask Chuck to add the link. The site will include fast facts regarding accountability, Pat Wyndham's reports, a student success series, and prep course grade distributions. She also provided the chancellor's memo announcing the 2007 Chancellor's Best Practice Award that can be applied for at <http://www.fldoe.org/cc/retention/> until June 30, 2007. FDEA Newsletters that are sent to DOE will continue to be forwarded to Council of Instructional Affairs (CIA).

**Discussion: Awards Committee update**

No applications have been received to date. The Board has learned that any scholarship amounts in excess of \$600 must be reported to the IRS. FDEA has paid awards in the amount of \$1000 in both 2005 and 2006 that were not reported. Dianne is investigating resolution of this situation, and Nick Bekas will work with Russell to get suggestions from the VCC Foundation Attorney.

**Discussion: Financial Report**

FDEA checking account balance is \$18,898.32; savings account balance is \$13,388.16. FCRC account balance is \$5089.08. Total of all account is \$36,535.97.

**Discussion: 2007 Conference**

- Strategy and administration share sessions will be added in 2007.
- We will look for good and quality presentations for pre-conference rather than just trying to accommodate each discipline.
- Town Hall Meeting will be moved to Thursday, 5:30-6:30pm instead of holding it Wednesday.
- The Board would like to have David Armstrong (Florida DOE Chancellor) offer keynote presentation. Nick Bekas will contact him with invitation
- With no Town Meeting on Wednesday, we will start the reception with the vendors at 6:00pm.
- Contract to be submitted for final approval; Board will discuss/vote electronically
- *Update 2/6/07 – contract with Valencia Community College Conferencing Services is accepted*

**Discussion: Board meetings before/after conference**

- September meeting to be held in conference hotel.
- Pre-conference meeting will be held at nearby restaurant rather than in hotel this year.
- Newly elected/appointed Board members must stay for meeting immediately following 2007 conference.

**Discussion: Nominations Committee update**

According to the by-laws, appropriate balance of Board membership is six each year (for a total of 12) of elected and appointed members. We currently have exactly that. Nick, Russell, Linda, Gail, Will and Tracy must let Margie Sussman know if they intend to run for re-election.

**Discussion: Upcoming Conference hosts**

Region 1 will host the conference in 2007; Region 5 in 2008. As of now, the rotation will be as follows: Region 4 - 2009, Region 2 – 2010, Region 3 – 2011, Region 1 again in 2012.

Regions

- 1 – Florida Panhandle: Tallahassee CC, Okaloosa-Walton College, Pensacola JC, GCCC, Chipola College
- 2 – North Florida: Florida CC at Jacksonville, Lake City CC, No. Florida CC, St. John’s River CC, Santa Fe CC
- 3 – Central Florida: Brevard CC, Central Florida CC, Daytona Beach CC, Lake Sumter CC, Seminole CC, Valencia CC
- 4 – Florida Central West Coast: Edison College, Hillsborough CC, Pasco-Hernando CC, Polk CC, St. Petersburg College, So. Florida CC
- 5 – South Florida: Broward CC, Florida Keys CC, Indian River CC, Miami Dade College, Palm Beach CC

**Tour of Pasco-Hernando Community College Learning Lab** was offered by Board member and host, Stanley Giannet, provost of the PHCC Brooksville campus. Lab is state-of-the-art and includes significant smart technology, ergonomic furniture and set up, multi-use sections, both open and closed for study and classroom sessions as needed.

Meeting adjourned at 2:00pm.  
Respectfully submitted,  
Karen D. Pain