

September 24, 2004

Dear Math Department Chair:

The Developmental Education Committee is interested in your department's response to the recommendations and action plans presented in the formative evaluation of the Developmental Education Program presented at a college assembly last spring (2004).

The following recommendations were addressed to the Math Department on pages 44-45 of the DE report:

1. Develop a staff development curriculum and a plan for delivering that curriculum to full and part-time faculty who teach developmental courses. That curriculum might include
  - Assessment of learning outcomes and how to use assessment results to improve teaching and learning
  - Effective use of tutors in the classroom
  - Effective use of computer-assisted instruction
  - Integrating counseling services into the curriculum for Math 12
  - Reading instruction (Essential to English courses, but relevant to math courses as well.)
2. Find resources to support the continuation of teaching communities that focus on direct assessment of student learning outcomes at the course and program level. Develop measures of effectiveness for these teaching communities.
3. Conduct faculty and student satisfaction surveys and/or focus groups to assess their experiences with developmental courses.
4. Rewrite developmental course outlines to align with course level and program level learning outcomes.
5. Continue to increase alternatives to self-paced instruction. Work with counselors to raise student awareness of these alternatives.
6. Provide an orientation to the counseling partnership each semester for faculty teaching Math 12. This orientation should include the goals of the project, the timeline for activities, instructor responsibilities, suggestions for integrating the counseling visits with the course curriculum, and the importance of completing the end of semester evaluation survey.

In the interest of coordinating our efforts to best serve our students, please let us know how the Math Department plans to address these recommendations.

Thank you,

Myra Snell and Nancy Ybarra  
Co-coordinators of the LMC Developmental Education Program