LAS POSITAS COLLEGE

BASIC SKILLS COMMITTEE

(BaSk)

**August 24, 2011**

**Room 2411A**

**MINUTES**

1. Welcome and Introductions

In Attendance: Lisa Everett, Jonathan Brickman, Candy Wagner, Robin Roy, Michelle Gonzales, John Ruys, Ashley McHale, Paula Schoenecker, Angela Amaya, Rajinder Samra.

1. BaSk Website. Web tour for new committee members. Agendas, Minutes, and Committee Forms will be available on Website. Please refer to website prior to meetings for agendas.
2. Recap of last year – 2010-2011 projects and status. See *Attachments to August 24, 2011 Agenda* below.
3. Plans for this year – 2011-2012 planned projects. See *Attachments to August 24, 2011 Agenda* below. Committee discussions related to Goals 1-5:
* Hold-off on Eng 102/Hlth 1 and Eng 102/Psych 1 Learning Communities for Spring 2012. The basic skills committee decided to not offer LCs for Spring 2012, since they are not currently on the schedule. Rather than “scramble” to get the sections in the schedule, the committee decided it best to take our time, be deliberate in our planning, and implement something for next year.
* BaSk Committee members will contact proposers of practitioner-based projects that are still in process:
	+ Garoupa\_Writing Center - Jonathan
	+ Goia\_Learning Skills and Math - Kimberly
	+ Virgilio\_Contextualized Math for ECD - Lisa
	+ Bielawski\_Poetry - Angela
	+ Spirn\_RAW\_Videos – Michelle
* Bask Committee agreed to fund 6 Staff Development conference requests related to Basic Skills for 2011-2012.
* BaSk will offer a session on the 11/1/2011 Faculty Flex Day on BaSk Practitioner-based Projects. Previous project practitioners will be invited to share their projects. And potential project proposers will be assisted in applying for funds.
* BaSk Practitioner-based Project Proposals for Spring2012 will be extended to 11/15/11 to accommodate the 11/1/11 flex day workshop.
* Reading Apprenticeship Intro for 11/1/20111 Flex Day is not going to happen. Presenters are unavailable. We will need to postpone RA until Spring 2012.
* BaSk will be sending a team to SSSC. BaSk committee will assist with recruiting team members to attend. Please forward team names to Lisa Everett by 9/5/11.
* Goal 5 – Supplemental Instruction. BaSk discussed SI Math Pilot, and some of the limitations of advertising and not advertising the SI sections to students. Rather than remove SI from goals, it was decided to place SI on “back burner” for now, and perhaps reconsider it later.
1. 2010-2011 Basic Skills Allocation End-of-Year Report and 2011-2012 Basic Skills Allocation Action Plan and Expenditure Plan Due to State Office by October 10, 2011. Blank form has been posted to BaSk website.
* Funds allocated for 2011-2012 can be rolled-over to next year. As with previous years, colleges will have 3 three years to spend allocated funds. For example, funds allocated for 2011-2012 must be spend by June 30, 2014.
1. Next meeting: 9/14/2011, 3:30-4:30pm.

Attachments:

**Basic Skills Goals**

*Please note: The following goals are not listed in any particular order.*

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| Goal 1 | 100% Orientation, 100% Assessment, 100% Placement |
| Goal 2 | Expansion of Learning Communities (LCs) |
| Goal 3 | Faculty Resources / Faculty Development and Professional Learning |
| Goal 4 | Student Services / Counseling and Embedded Counseling |
| Goal 5 | Supplemental Instruction / Academic Support Services and Tutoring |

**Goal 1**

* Assessment Website was updated.
* Jared Howard, Assessment Specialist was hired.
* Student Orientation (An Introduction to the Matriculation Process) went online.

**Goal 2**

* Fa09-Su10: LC Open House; Integrated Curriculum LC Model identified; LC Faculty trained and curriculum integrated.
* Fa10: Implemented LC1-Eng102/Health1; LC2- Eng102/Health1.
* Sp11-Su11: new LC Faculty trained; curriculum integrated.
* Fa11: Implemented LC1-Eng102/Health1; LC2-Eng102/Health1; LC3-Eng102/Psych1; LC4-Eng102/Psych1.
* Sp12: ??
* Planning for 2012-2013:

**Goal 3**

* 2010-2011: Provided funding to Staff Development for 8 conference requests @ $400 each ($3200). Approved Funding for 8 Practitioner Projects. 4 of these projects are still “in-process.” We need to work with practitioners to complete these projects:

Garoupa\_Writing Center

Goia\_Learning Skills and Math

Virgilio\_Contextualized Math for ECD

Bielawski\_Poetry

* 2011-2012: BaSk approved funding for Reading Apprenticeship (RA). Trying to line up RA Intro for Nov 1 Flex Day, RA training for Spring 2012, and RA FIG for Fall 2012.
* 2011-2012: Staff Development asked if BaSk would fund a team from LPC to attend Student Success Conference.

Strengthening Student Success Conference

Emerging Issues in Assessment and Learning

presented by RP Group, 3CSN, ACCJC, Career Ladders Project, and LearningWorks

October 12-14, 2011 (Wed, Thurs, Fri)

San Francisco Airport Marriott

The Strengthening Student Success conference provides a unique opportunity for a wide cross-section of California community college professionals—including faculty, deans, program directors, student services staff, professional development and SLO leadership, researchers, and planners—to engage each other about strategies for building institutional effectiveness and student learning. The 2011 conference will help practitioners link emerging issues in assessment and learning to action, using twelve topics such as “Keeping the Doors to Success Open: Access in an Era of Rationing,” “Creative Approaches for Supporting Students,” and “Alternatives to the Developmental Sequence.”

More info at: http://www.rpgroup.org/events/SSS11

Basic Skills and Staff Development will cover the $375 registration fee. Any other expenses are to be covered by the participant.

\*\*If you (or someone you know that would be of value to this team) is interested in attending, please reply to Lisa Everett by August 29.

Confirmed attendees thus far include:

Rajinder Samra, Director of Institutional Research

Lisa Everett, Chair Basic Skills Committee

Colin Schatz, Presenter at conference

Elena Cole, Presenter at conference

* 2011-2012: Should BaSk provide any funding to Staff Development beyond SSC?

Goal 4

* 2009-2010: BaSk provided $35,000 to Student Services to back-fill Counseling hours, provide embedded counseling, and online orientation work. Embedded counseling was provided to 284 students.
* 2010-2011: BaSk provided $35,000 to Student Services. Much of this funding went to maintain Tutorial Services.
* 2011-2012: Bask to provide $35,000 to Student Services.

Goal 5

* 2010-2011: Prepared, trained and piloted Supplemental Instruction for Math 65. Informal evaluation of pilot produced a recommendation to include some of the SI principles into Tutorial Services but discontinue SI.
* 2011-2012: Student Services may decide to spend some of $35,000 (listed above) to support Tutorial Services.