



Basic Skills Committee Meeting Minutes

Date: February 28, 2017
HS 119
3:00 – 4:30 p.m.

Type of Meeting: *Regular*
Note Taker: *Renée Nicovich*
Please Review/Bring: Agenda

Committee Members:

In attendance:

- Riley Dwyer
- Dr. Susan Lowry
- Heidi Williams
- Snizhana “Jane” Bowers
- Diane Flores Kagan
- Scott Jenison
- Ty Mettler
- Tamira Palmetto Despain
- Wade Saari
- Mary Rose Toll
- LaDonna Trimble
- Dr. Les Uhazy

Not in attendance:

- Svetlana Deplazes
- Vejea Jennings
- Jamie Jones
- Audrey Moore
- Dr. Jill Zimmerman
- Dr. Erin Vines

Guests:

- Rashall Hightower-Stickel
- Michelle Hernandez

Items	Person	Action
1. Call for proposals for Basic Skills grants	S. Lowry H. Williams	Susan opened the meeting, saying that they are putting out the call for proposals early next week. They are asking that money for travel not be included as part of the proposal, although there will be funds available for travel if needed. She handed out a copy of what they will be sending out next week.
2. Request for Reports	S. Lowry H. Williams	A mid-year report form will also be sent out for those who received grants previously. There is nothing different from the old form except the dates. It asks how the money was spent and if it was all spent. This is required by the Basic Skills Initiative.
3. Boot Camp	S. Lowry H. Williams	<u>Issues Discussed:</u> There was agreement at the last meeting that we need to capture a small population the first time, from the upper end of those students not quite ready for college level. The mall idea was favored, where the



ANTELOPE VALLEY COLLEGE

<p>4. New Ideas</p>	<p>All</p>	<p>program can be customized and flexible. Now we need to decide where to go from here.</p> <p>Susan reported that it will be one one-week Boot Camp and listed the following items that need to be sorted out: assessment details (how and when to re-assess and matriculate), event logistics, staffing (people and money), who and how many, auxiliary services, how to reserve space, what space, how to transition from Boot Camp to classes, and tracking students out of the program (measuring success—record-keeping).</p> <p>Capturing students – We need to find data, and decide on the size and shape of the first class. There was discussion about the size. Jane Bowers suggested the class size be 20 or less. FYE was discussed, Michelle said that they had trouble filling classes. Susan asked if it might be possible to let students save a space (provisionally register). LaDonna said that would not be possible, but with priority registration if Boot Camp is early enough they would be able to register. It was decided that will not work, because Boot Camp can't be that early. Riley asked if it would be feasible to lower the caps. LaDonna said that could be a possibility if it is a cohort.</p> <p>Issues Discussed:</p> <p>Vejea suggested there might be two eight-week courses (in one semester), for example 99 and 101.</p> <p>Follow-up items: Susan will ask Riley, Les and LaDonna to sit down and see how this could work.</p> <p>Les shared about Brain Trust, where you place students in the college level course, then determine their deficiencies and remediate using software. He said that it won't meet this particular need, but it is a great program.</p> <p>Michelle thinks having two Boot Camps might be a good idea, one during summer session and one right before fall semester. This might help capture and engage students.</p> <p>Vejea suggested a possibility of having five sections of remedial classes and have them all participate in a</p>
---------------------	------------	--



ANTELOPE VALLEY COLLEGE

		<p>“study.” For instance, if they assessed into ENGL 099 or READ 099 we could invite them to Boot Camp (during summer session). If they reassess out of 099 into 101 we would find a place for them. Wade asked if they could be placed into 101 no matter how they assess. LaDonna said that taking Boot Camp might be a multiple measure placement opportunity.</p> <p>Susan asked who would be interested in helping sort out the programming part. Jane Bowers, Vejea Jennings, Michelle Hernandez and Wade Saari volunteered.</p> <p>Michelle said there is money in Title V that can be used for the Boot Camp.</p> <p>Les is concerned about how to present this to the students. We are already doing a lot with accelerated, embedded tutors, etc.</p>
NEXT MEETING DATE: March 28, 2017 3:00 – 4:30 pm, HS 119		

DRAFT