

# Basic Skills Committee Meeting Minutes

Tuesday, February 26, 2019  
UH 113  
Time – 3:00pm – 4:00pm

**Type of Meeting:** *Regular*

**Note Taker:** Angelica Alvarez

**Attachments:** Meeting

**Committee Members:**

Riley Dwyer, Dean  
Susan Lowry, Co-chair  
Heidi Williams, Co-chair  
Snizhana Bowers  
Diane Flores-Kagan  
Jamie Jones  
Tyrone Mettler  
Wade Saari  
May Sanicolas

Morenike Adebayo-Ige  
Svetlana Deplazes  
D. Scott Jenison  
Vejea Jennings  
Leslie Uhazy  
Tiffany Castillejo  
Rashall Hightower-Stickel  
Jill Zimmerman  
Dorn James

Michelle Hernandez  
Scott D. Jenison  
Kathryn Mitchell  
Jane Bowers  
Tamira Palmetto  
LaDonna Trimble  
Tino Garcia

| Items  | Person                | Action   |
|--|-----------------------|--|
| Introductions  | Susan Lowry           | Introductions; new R & L Clerical Assistant, Angelica Alvarez.   |
| I. Winter Bridge Post-Mortem   | <i>Heidi Williams</i> | <p><b><u>Issues Discussed:</u></b><br/>Math 1 Palmdale &amp; 2 Lancaster, English 1 Palmdale, 1 Lancaster. Math reported success, with motivated students and high retention. However, reading may benefit from increased and strategized marketing. Suggestions include advertising by faculty and counselors, providing program schedules for counseling, posting signs in key areas</p> <p>Susan Lowry expressed need for tracking participation of program.</p> <p>One suggestion is to strongly suggest “reading” along with HD 101 as a skills building component.</p> |
| II. Summer Bridge Progress   | <i>Heidi Williams</i> | <p><b><u>Issues Discussed:</u></b><br/>The target will be incoming Freshman</p>  |
| III. Learning Center expansion of Math Workshops and Faculty Contact | Susan Lowry           | <p><b><u>Issues Discussed:</u></b><br/>Susan talked about specialized reading workshops to support discipline specific reading, for instance reading math text, social science research articles, etc.</p> <p>Success note: Susan invited math faculty to Learning Center during their office hours. As a result, faculty have been seen talking to their math students in the learning center.</p> <p>Susan is working with math faculty on math-student-specific courses. Workshops attendance ranged 3-10 student per sessions. Students replied to</p>                   |

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|--|-------------------------------|---|
|  |                               | <p>mass math email program information excited about program accommodating schedule flexibility.</p> <p>Susan Mentioned VR Project – Tracking Student Success</p> <p>A suggestion is to track if faculty is aware of support services.</p> <p>It was confirmed that anyone with an AVC student ID can attend LC workshops.</p> <p>Heidi Williams talked about systematic advertising needed, to include faculty and social media.</p> <p>Attendance tracking is in the works.</p> <p>Reading Academy date discussed for Monday, 8/5 – Thursday, 8/8/2019.</p> <p>There is word that Math 102 may be relabeled (as math 090).</p> <p>Dean Uhazy expressed concern over services needs and availability to all math students, including but not limited to supporting needs in 102 &amp; 115 math.</p> <p>Dean Dwyer stated that LC services supports skills in the math entry points.</p> <p>Math 110 &amp;/or 128 still pending IGETC approval for CSUs &amp; UCs</p> |
| <p>IV. Early Alert System demo and where we go from here</p> | <p><i>LaDonna Trimble</i></p> | <p><b><u>Issues Discussed:</u></b></p> <p>As a result of Gary Cook’s presentation last semester there are question that didn’t get answered due to apparent product lack of familiarity by presenter. Committee members suggested and agreed to a second presentation to reevaluate the product, provided that their questions are satisfactorily answered.</p> <p>Meeting minutes copy from last semester containing original questions is needed to compile a list of unanswered questions and to add new ones.</p> <p>If questions can be compiled at least a couple of weeks before the presentation, Susan Lowry will then send question list to La Donna Trimble to set up a second presentation.</p>   |
| <p>V. Student Success Kick-off Volunteers</p>                | <p><i>All</i></p>             | <p>April 2<sup>nd</sup> &amp; 3<sup>rd</sup>, 2019 volunteers needed for LC table-math.</p> <p>L&amp;R - Morenike Adebayo-Ige was suggested to attend, confirmation pending.</p> <p>Math – faculty interested in attending may need to meet and get in touch with Dean Uhazy.</p>   |
| <p>Next meeting:<br/><del>October 23, 2018</del></p>         |                               | <p><u>Future meetings:</u></p> <p>March 26, 2019</p> <p>April 23, 2019</p> <p>May 28, 2019</p>  |