



Basic Skills Committee Meeting Minutes

Date: November 15, 2016
HS 113
3:00 – 4:30 p.m.

Type of Meeting: *Regular*
Note Taker: *Renée Nicovich*
Please Review/Bring: Agenda, Minutes and Supporting Documents

Committee Members:

In attendance:

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

Not in attendance:

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

Guests:

- Morenike Adebayo-Ige
- Michelle Hernandez

Items	Person	Action
1. Reports from the BS Committee Chairs	S. Lowry H. Williams	Susan Lowry introduced and welcomed Kevin Vasquez Cabrera, Student Representative. Heidi Williams reported that at the next meeting the forms for proposals and writing reports will be reviewed. They will be asking people who have been given money to report back. Notifications will be sent out.
2. Reports from Associated Committees: <ul style="list-style-type: none"> • First Year Experience • SSSP • Student Equity 	M. Hernandez	<u>Issues Discussed:</u> Michelle Hernandez asked that the minutes from the last meeting be changed. In the Brainstorming session section, the second sentence will be changed to read “Ms. Hernandez noted the need to clarify what we mean/define as ‘Bridge’ so that we all have the same definition.” Michelle reported that there was a Bridge meeting today. They are starting a committee and working on Bridge programming. They will be meeting monthly.
3. SPC Process for Feedback	L. Trimble	SPC is taking recommendations for the matrix for the strategic plan. They are due November 22.



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<p>4. Complete brainstorm and discussion of Summer Bridge activities</p>	<p>H. Williams S. Lowry</p>	<p>Issues Discussed:</p> <p>Heidi Williams used a slide (attached) to go over where we are. There was discussion about assessment and reassessment after Boot Camp. Retesting could be an issue since there is a two assessment limit.</p> <p>They are looking into cohort groups (age, military status, ESL, etc.). Susan presented a possible model for a Basic Skills Boot Camp. She said that 85% of the student population tests into some sort of basic skills. We could give them an opportunity to attend Boot Camp. Those who choose to attend would agree to retest at the end of the session and enroll in that class where they place, and we would hold a space for them. Hopefully some will place into college level, or at least do better in Basic Skills. There could be four 1-1/4 hour sessions in Math, Reading, English, and Avid and Other College-Related Skills. Students would rotate and only take the sessions they need. There was discussion that in many cases one week would not be enough time to bump them up. Jane Bowers said that she needs at least three weeks four hours a day to move them forward in Math. Mary Rose agreed that it would not be enough time for Reading either. Riley Dwyer suggested two versions of Boot Camp to address these two separate needs. This one-week model could be for those on the edge who just need a little bump up, and a four-week full intervention would be needed for the others. There was agreement that the one-week model would work for those on the cusp, but they would have to commit to English, Math and Reading at the beginning.</p> <p>There was discussion about the CTE student needs. Ty Mettler said that the focus for them should be on Math and Reading. They need to be able to read a ruler and tape measure, and read technical data. They will identify areas with achievement gaps to create focus areas for contextualized learning.</p> <p>There was discussion about when the best time would be to hold Boot Camp. It was agreed that it should start right before fall semester, maybe the first week of August. We could also have one in January for spring starts. Susan Lowry said that this will be grant</p>
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		funded to start, but once it is in place it should move away from grant funding.
Punch List		<ol style="list-style-type: none">1. Susan will ask LaDonna if something can be done about the two assessment limit.2. Wade Saari will report on the placement data.3. Susan and Heidi will work on a model for a more intensive program (Bridge rather than Boot Camp).4. Ty Mettler will work on identifying areas with achievement gaps in CTE.5. Committee members will think about other incentives to offer students.6. Committee members will review p. 12, 13 and 14 of matrix and send Susan feedback so she can turn it in by November 22.
NEXT MEETING DATE: December 6, 2016 3:00 – 4:30 pm, HS 113		This will be the last meeting of the semester. We will continue the discussion of a deeper structure for a deeper bridge. Jane Bowers will give a report on the previous summer bridge. Dr. Les Uhazy will report on AV Promise.

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