BSI MEETING AGENDA

10.9.12

1.) Gateway to College (Karl Debro)

2.) Review notes from last meeting

3.) Program Reports:

 Tutoring (Jason Berner)

 Math Learning Village/FYE (Sherry Sharufa)

4.) BSI Report to State: Budget (Sherry Sharufa)

5.) English 142b FIG (Kathleen Donlan)

6.) Liaison for Achievement Gap Committee (Wayne Organ)

7.) Student Success Conference (Helen Kalkstein)

* Brief comments
* Report Form (Should we revise)

**Basic Skills Committee**

**Meeting Notes**

**September 11, 2012**

 Jason Berner, Elvia Ornelas-Garcia, Helen Kalkstein, Ellen Smith, Sherry Sharufa, Kenyetta Tribble, Nooshi Borhan, Kathleen Donlan, Karl Debro, kimm Blackwell, Vicki Ferguson, Luanna Waters, Rick Ramos, Nina Hill (Student Assistant)

Meeting Started at 2:40pm

We reviewed meeting notes from 5.25.12 meeting.

Beginning Spring 2013 Eng 139 will have a change in content so students will be better prepared.

Mayra Padilla’s Summer Math Boot Camp went well and she was able to make it to an ESL class to let them know about the opportunity. There were students in the ESL class who were qualified.

Jason said that tutoring was going well. He encouraged everyone to send in referral forms and asked that a reminder be sent to the Math department.

A meeting is being arranged to discuss coordination of tutoring services. Kim asked to be included.

Sherry talked about the Math Learning Village. Turnout is not as strong as last semester. Last semester, attendance was part of the homework assignment. This semester it is extra credit. The students who are attending are older students. The Math Learning Village is every Monday from 2:00-3:30pm in B-2 for Math 101 and Math 115 students.

Nooshi talked about ESL tutoring for last semester. She passed out a handout that had statistics on students who used the service. She said that it is challenging to get students to use services available to them and encouraged the committee to make announcements in class about ESL tutoring.

Kenyetta talked about assessment and showed us that 91% of the students who took the Su/Fa 2011 assessment placed in basic skills math. 76% of the students placed in basic skills writing. Rick Ramos asked about other assessment tests. Wanted to know why we are not using ACU Placer (sp?). Kenyetta said that money is the issue. She said that she would check on cost and get back to Rick. Rick says that he may be able to assist with the cost.

Students don’t understand the importance of the assessment. The group felt strongly in support of a mandated orientation so that students are informed about the process.

Vicki talked about the current status of FYE. Program needs to be revamped. A new proposal will be submitted. Contact persons will will Dioni Perez, Vicki Ferguson, Kenyetta Tribble, and Kelly Ramos.

Sherry said that she will start working on the BSI report to the state. Jason will assist.

Next meeting each program will share results from last semester. Report should reflect number of students using the service and any other important statistic you think helpful.

Strengthening Student Success Conference is October 2-4. Six people are attending (Helen Kalkstein, Robert Webster, Ed Cruz, Ginny Buccelli, Kimm Blackwell, Ellen Smith). There will be a meeting scheduled for October 23 so that attendees can share what they learned at the conference.

The next meeting is scheduled for Tuesday October 9th.

CONTRA COSTA COLLEGE – BASIC SKILLS COMMITTEE

**BASIC SKILLS INITIATIVE (BSI) FUNDING REQUEST**

**2012 - 2013**

**Name: Department:**

[ ] Full-time [ ] Part-time (If part-time, hours per week: )

Amount requested: **$**

Have you applied for funds from any other source to help defray the expenses for this activity?

[ ]Yes [ ]No

*If yes, complete the following:*

**Source(s) Amount(s)**

**Kind of Grant Requested:**

**[ ] Conference/Workshop**

Title: 2012 Strengthening Student Success Conference

Location: Hilton, Costa Mesa CA

Inclusive Dates: October 3 – 4, 2012

Will you be a presenter at the above conference/workshop? \_\_\_\_\_\_\_ Yes \_\_\_\_\_\_\_ No

[ ] Departmental Project/Retreat

Please attach a description of the activity with a breakdown of costs.

[ ] Equipment/Software Purchase

Please include information about the product you wish to purchase

(description, cost, etc.)

 **🡪**

**1. My proposal qualifies for Basic Skills funding under the category of .** (Please see <http://www.cccbsi.org/effective-practices> for a list of appropriate activities.)

**Briefly describe the relation of your request to one or more of the planned actions/effective practices and strategies.**

**2. Please include specific outcomes of your project.** If applicable (i.e., if your outcomes are Student Learning Outcomes), you may use the college’s SLO form (available on the CIC webpage) and attach it to your request. Otherwise, please list your outcomes and explain how you will measure whether the outcomes have been met. Your outcomes should be clearly related to the “effective practice(s)” that you listed above. (For example, if you are going to a conference, your outcome might include presenting workshops for other CCC faculty to enable them to enhance basic skills instruction.)

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Intended Outcome** | **Assessment Method** | **Assessment Criteria** |
|  |  |  |  |

**3. Please provide a detailed breakdown of your proposed expenses.**

Item: Registration Cost: $375

Item: 2 nights hotel ($140 per night-incl tax) Cost: $280

Item: Transportation Cost: $300 (OAK-SNA)

Item: Food ($60/day) Cost: $120

**TOTAL COST: $1075**

**4. Are you the person responsible for ensuring project completion? \_\_\_Yes \_\_\_\_ No**

 If “No,” please provide the responsible person’s contact information:

 Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Signature of Applicant Date

 **Do not write below this line**

Date Received: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Grant: \_\_\_\_\_\_ Approved \_\_\_\_\_\_ Denied

Amount Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Reason for Denial: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Signature of Basic Skills Committee Chair Date