



FOOTHILL COLLEGE
Basic Skills Workgroup

Minutes

Date: May 10, 2011 Time: 2:30 to 4:00 p.m.
Altos Room

Tri-Chairs:

Darya Gilani Teresa Ong Paul Starer

Members:

Lyliana Hernandez Susie Huerta Elaine Kuo Phuong Lam
Debbie Lee Kelly Lopez

Ex-Officio:

Eloise Orrell

Guests:

Maureen Chenoweth Bernie Day Elaine Piparo Sarah De Los Santos
Voltaire Villanueva

Time	Topic	Notes
2:30p – 2:35p	Volunteer to take minutes?	
2:35p – 2:45p	Announcements	
2:45p – 3:15p	Collaborations with Transfer Workgroup	
3:15p – 3:30p	Funding Discussion	
3:30p – 4:00p	ESMP Review of Draft	

Discussion:

1. Susie volunteered to take minutes
2. Announcements

Elaine: Successful, full sessions for transfer group
May 25th- Workshop for faculty to help students with personal statements (Contact Maureen Chenoweth)

3. Collaborations with Transfer Workgroup

Premise of our collaboration- to bring BS students through the transfer loop and get them on track.

Looking at best practices- Bernie notes that the goal is to create a “culture of transfer”

Ideas:

- Help faculty understand how to note the way their course transfers to UC or CSU
- Classroom visits to inform students of the Transfer Center (English level)
- Best practices of colleges with high transfer success: many student in English and Math classes are unaware of the transfer center or even see a counselor
- Need to be pro-active to outreach and educate students about transfer.

(All agendas and minutes will be archived online through the President’s Office.)

Debbie's Q: How is the transfer center different from counselors?

Maureen is in the transfer center (housed): focused on transfer issues
Counselors focus on many other issues, questions—not necessarily transfer related.
Counselors will focus on talking with students to complete an individualized plan
No academic advising- offer workshops, connect students with college representatives, offer software that educates students on transfer, help with college applications
Focus on helping students through personal statements

Collaborations with heritage months to educate students:

May 16th- Moving Beyond Access- Workshop for Latino students to think about transfer

Darya says steal idea- Create partnership with Heritage months to offer workshops/panel discussions

Debbie suggests a meeting between math and counseling to help clarify questions about changes happening in the math dept.- STATWAY and 48 sequence.

Paul- can we target this group by having the transfer workgroup work directly with faculty who works with BS students?

Math and ESL

Work with Pass the Torch: more aggressive – intrusive advising—

Sit down with students one-on-one

Flash mob counseling—perhaps a “Day on the Hill” type of event

Can we have an event for transfer that offers a motivational speaker?

Counselors can outreach to students through email—send letters

Bring in more faculty to help engage BS students

IDEA: Can we have a “kick-off” event for Transfer Week that would include a motivational speaker and direct BS students to contact counselors?

Paul will contact faculty who might be interested and have them work one-on-one with other faculty to help identify and outreach to BS students
Ideally, we should have interested faculty schedule the event into their class time in the fall

Voltaire, Susie will volunteer to outreach and help plan the event
(find motivational speakers, contact faculty who want to help)

Ask Elaine Kuo to help with the event

4. ESMP Review of Draft

Debbie:

- We have been looking at the Ed master plan and feel it's unrealistic (comes from the equity report)
 - o Would like to see a better coordination of data analysis
 - o We need to contact equity plan team to discuss these goals and identify data sources for further analysis

5. Funding Discussion

(All agendas and minutes will be archived online through the President's Office.)

BSI Monies Approval (we have \$36,000 to spend by the end of June)

- Puente request for reimbursement of a bus expense approved
- Outreach request for reimbursement also approved
- PTT request: approved to pay for the leaders for \$10,000 with the potential for future approval of \$15,000 with documentation that notes the need

BSI Money Left: \$12,000 for the end of this year

Work on ESMP draft:-- Deadline to revise- May 18, 2011