



FOOTHILL COLLEGE
Basic Skills Workgroup

Minutes

**Date: October 23, 2014 Time: 2:30 to 3:30 p.m.
Altos Room**

Tri-Chairs:

Craig Gawlick Sarah Munoz Victor Tam

Members:

Kerry Bahadur	Katie Ha	April Henderson
Elaine Kuo	Jess Miller	Eric Reed
Tilly Wu	Teresa Zwack	

Ex-Officio:

Kimberlee Messina

Agenda:

Time	Topic	Discussion
2:30 – 2:35 PM	Review and approve minutes	
2:35 – 3:00	Budget planning/aligning requests with Basic Skills Plan	Gawlick
3:00 – 3:05	Possible joint meeting with Equity Workgroup	Tri-chairs
3:05 – 3:10	Workgroup Objectives	Tri-chairs/members
3:10 – 3:25	Summer Bridge Data	Kuo
3:25 – 3:30 PM	Questions/Concerns/Announcements	

Next Meeting: December 4th?

Present: Craig Gawlick, Katie Ha, April Henderson, Elaine Kuo, Kimberlee Messina, Eric Reed, Victor Tam, Tilly Wu

1. Review and approve minutes

- Minutes approved by all

2. Budget planning/aligning requests with Basic Skills Plan & Possible Joint meeting with Equity Workgroup

- Amount of money to be spent by Basic Skills workgroup by June 30, 2015 is currently \$253,870.51. An additional \$270,000.00 must be spent by Student Equity Workgroup by September 2015.
- Tri-Chairs of both Student Equity and Basic Skills are planning to meet early next week to discuss a joint proposal to the Foothill campus for proposals to spend down funding.
- Proposals for Basic Skills and/or Student Equity should focus on the greatest impact with students and making any program scalable.
- Proposals need to fall in line with existing objectives laid out by Basic Skills and Student Equity.

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

- Staff researcher for Research would be paid out of Student Equity funding.
- Foothill has key areas with known problems that can be addressed, like underrepresented students are less successful online, but they take more online courses. How can this be addressed?

3. Workgroup Objectives

- Sarah updated workgroup objectives, which will be presented to PaRC at the November 5th meeting. Minor changes were made, such as deleting one metric of measure on the “Pathways” objective.
- - i. Summer Bridge: In response to Elaine’s question, the workgroup would like course success rates in both Math/NCBS and non-Math/NCBS classes for Summer Bridge students.
 - ii. Of the students who participated in the embedded tutoring program in the spring, how many are currently enrolled?
 - iii. How many ESL/NCLA basic skills students used the TLC in the spring?

4. Summer Bridge Data

- Elaine presented data focusing on students who took Summer Bridge in Summer 2013, and took math courses for the subsequent next three quarters.
- 75 students completed the program, and 47 were enrolled in Fall, 39 continued in Winter and 28 remained in Spring quarter. Students from the original 75 did take courses, but not math.
- Elaine presented detailed information about the various pathways that students took, emphasizing that course success seemed to decline as students progressed through the pathway.
- One idea for Summer Bridge 2014 students was intervention this quarter to ensure students are feeling supported, aiming for more course success.