

Minutes

Date: November 2<sup>th</sup>, 2015 Time: 1:00 to 2:30 p.m.

Rm. 4402

**Tri-Chairs:** 

Maureen Mccarthy Teresa Zwack Victor Tam

Members:

Kerry Bahadur Ashley Bowden San Lu

Valerie Fong Katie Ha Voltaire Villanueva

Allison Herman Elaine Kuo Eric Reed
Sam White Tilly Wu Sarah Munoz
Justin Schultz Susie Huerta Oudia Mathis

Karen Smith

**Ex-Officio:**Kurt Hueg

## Agenda:

Time	Topic	Discussion
1:00 – 1:10 PM	Review and Approve Minutes	
1:10 - 1:30 PM	Basic Skills Activities/Expenditure Plan for 2015-16	Tri Chairs/members
1:30 – 1:50 PM 1:50 – 2:20 PM 2:20 – 2:30 PM	Review Workgroup Objectives for '15 - '16 Possible Mentoring Program Questions/Concerns/Announcements	Tri Chairs/members Tri Chairs/members

**Present:** Tilly Wu, Sam White, Eric Reed, Sarah Munoz, Teresa Zwack, Victor Tam, Katie Ha, Maureen McCarthy, Allison Herman, Justin Schultz, San Lu, Hurt Hueg, Liz Leiserson

- 1. The Minutes from the October 19 meeting were reviewed and approved.
- 2. The California Community College Chancellor's Office Basic Skills Initiative Report was approved. The planned spending was not as detailed. Money is allocated for long-term goals.
- 3. English Summer Bridge
  - Allison Herman is assessing the success. An inquiry letter will be sent to faculty.
     Elaine will conduct another survey to determine how well students are doing.
     The plan is to meet with students in December. Considering an ESLL Summer
     Bridge program.

- The English Summer Bridge Objective form was reviewed. The goal is to capture
  more students and run two to three classes although there is need for another
  faculty member. The focus will be on retention. Changes were made to the
  Target and Goal with an added Objective of integrating counseling into the
  program.
- Workgroup Objectives. Establishing Learning Cohorts will be removed for now. A
  discussion was held about the targeted percentages and ways to foster students
  who participated in Summer Bridge. Stephanie Tran and Allison Herman are
  starting to plan timelines and schedules for having students complete English 1A
  in two years.
- Teresa will make the changes to the form and send to Allison to complete.

## 4. Mentoring Program

- Ideas what can we do?
  - "Making Toast" getting students on board.
  - Web Page work with Bradley.
  - O How many online classes are geared to basic skills?
  - o Encourage proposals from others with a deadline of Jan. 19, 2016.
  - Katie mentioned Ben Armerding's and Melissa Jaquish's project where Equity paid for half of the cost.
  - o Bring on the Umoja program.
  - Look at mentoring programs, talk to Equity. A new Director of Equity will be hired soon. How do faculty bring mentoring into their classrooms/programs?

## 5. Math Program

- Math 105 what are the barriers and what are students struggling with?
   Discussed possibility of Math 105 Summer Bridge hold during intercession?
   Expand tutorial? Foundation lab?
- Students taking a class for the third time. Get students into "early alert"; flag those students to get into Pass the Torch. What are the numbers of students in Math 105 and English 1A taking the class for the third time?

Next Meeting: Monday, November 16<sup>th</sup>