



FOOTHILL COLLEGE
Basic Skills Workgroup

Date: April 26th, 2017
Minutes
Time: 1:30 to 3:00 p.m.
Rm. 4402

Tri-Chairs:

Vacant Teresa Zwack Lori Silverman

Members:

Kerry Bahadur	Matthew Low	San Lu
Valerie Fong	Katie Ha	Voltaire Villanueva
Allison Herman	Elaine Kuo	Eric Reed
Sam White	Tilly Wu	Sarah Munoz
Justin Schultz	Susie Huerta	Tracee Cunningham
Jiin Liang	Lily Luu	Josh Pelletier

Ex-Officio:

Andrew Lamanque

Agenda:

Time	Topic	Discussion
1:30 – 1:40 PM	Review and Approve Minutes	
1:40 – 2:00 PM	Learning Communities and Summer Bridge Flyer	Tri Chairs/members
2:00 – 2:20 PM	Funding Proposals for Athlete Recruitment Lunch	Tri Chairs/members
2:20 – 2:50 PM	Basic Skills Summer Calendar	Tri Chairs/members
2:50 – 3:00 PM	Questions/Concerns/Announcements	

Present: Lori Silverman, Eric Reed, Sarah Munoz, Tracee Cunningham, Teresa Zwack, Allison Herman, Kerry Bahadur, Justin Schultz, Voltaire Villanueva, Katie Ha, Laurie Bertani

Topics:

1. The minutes from the March 22nd meeting were approved.
2. Basic Skills funded the printing of a flyer that advertises the summer bridge programs and the learning communities available on campus. It was a concern that the flyer said “pick a program” when it is possible for students to participate in more than one. Maybe “pick a program, or two” would be better. The website for the math summer bridge program is incorrect. The correct website is: <http://www.foothill.edu/stemcenter/math-summerbridge>. For English summer bridge, the English department would like the description to read “...interested in preparing for **English classes** and/or placement retest”.
3. The Math Summer Bridge program brochure has been distributed and the English Summer Bridge brochure is in production.

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

4. New subject designations need to be created for the summer bridge programs. English will have to create a new designator (NCEN) and will use this designator for other noncredit offerings. Math will use a different course number in NCBS. This will be going into effect next year.
5. For the Athletics Recruitment Lunch there were questions on how the lunch would help students with their basic skills needs. 146/225 of athletes are in basic skills English and/or Math classes. There are also a large number of ESL students that play sports. During the lunch students will learn about resources and programs on campus. The students will also be hearing a talk about being successful students while they play sports. Placement tests will be given on that day. The lunch will help the students feel more connected to campus and create community. The indicator should be changed from the enrollment of athletes to enrollment of athletes in the programs presented and the athletes' use of resources presented during the lunch. ESL should be included in the proposal and the proposal should be reframed to focus on how the event will help students be successful in their basic skills classes. Another event could be scheduled in the spring to encourage persistence. The group thinks that this request is more appropriate for Equity or SSSP.
6. The statement from the bookstore showed that many summer bridge book vouchers went unredeemed. Some students got their books from EOPS and others did not enroll in the appropriate class in the fall. Since the expense is smaller than expected, the book vouchers for the math summer bridge program will be for the full amount of the math textbook this year.
7. Allison will ask FYE to input information about their program into our google doc and Tracee will get the information filled in for Umoja.

Next Meeting: May 24, 2:00 – 3:30 pm