



FOOTHILL COLLEGE
Basic Skills Workgroup

Minutes
Date: May 22, 2012 Time: 2:30 to 4:00 p.m.
President's Conference Room

Tri-Chairs:

Darya Gilani ~~Teresa Ong~~ Peter Murray

Members:

~~Susie Huerta~~ Elaine Kuo ~~Kelly Lopez~~ ~~Linda Robinson~~

Sarah De Los Santos Voltaire Villanueva

Ex-Officio:

~~Kimberlee Messina~~

Guests:

Kathy Perino Teresa Zwack

Time	Topic	Notes
2:30p – 2:35p	Welcome Back/Volunteer for Minutes	
2:35p – 3:30p	Update: Summer Bridge Program	Registrants, Placements, Pre/Post test, field trip, raffle
3:30p – 4:00p	Update: Funding Proposals	
4:00p	Next year	Membership

Item 1

- This meeting included finalizing of the Summer Bridge Math Program.

Tasks include:

- Send an email to the "Mystery Placements" to ask: What was the last math class they took, their grade they received, when they took it and which highschool they went to. (Darya)
- Prepare packets with info such as student name, CNSL 50 instructor, raffle ticket and a schedule of the program for students to keep. (Darya)
- Follow up with Matais to figure out a plan for placement testing on the last day, July 19 (Darya)
- Book a bus and finalize field trip to UCSC (Darya)
- Decide if there will be a follow up event in August and make initial plans (Kathy, Sarah, Teresa)
- Finalize an intake survey with demographic and intent questions by July 9 (Elaine)

Item 2

-Funding was reviewed for 2011-2012. There is enough money to cover expenses of the SBMP, some help for Puente, ALEKs codes, some curriculum development in ESLL and IRW and miscellaneous B budget costs. A new budget will be developed over the summer and presented at the first BSW meeting in fall.

Item 3

A new Faculty tri-chair will be needed for BSW in fall. Peter has agreed to serve another year as Administrative Tri-chair. The Classified tri-chair is still undecided.

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