



**FOOTHILL COLLEGE**  
 Basic Skills Workgroup

**Agenda**  
**Date: March 22, 2012      Time: 2:30 to 4:00 p.m.**  
**Altos Room**

**Tri-Chairs:**

Darya Gilani    Teresa Ong    Peter Murray

**Members:**

Lyliana Hernandez    Susie Huerta    Elaine Kuo    Kelly Lopez  
 Linda Robinson    Sarah De Los Santos    Voltaire Villanueva

**Ex-Officio:**

Kimberlee Messina

| Time          | Topic                                     | Notes                 |
|---------------|---|-----------------------|
| 2:30p – 2:35p | Welcome Back/Volunteer for Minutes        |                       |
| 2:35p – 3:10p | Presentation to PaRC – Summary/Objectives |                       |
| 3:10p – 3:30p | Summer Academy Research                   | Elaine Kuo            |
| 3:30p – 3:40p | Cabrillo Visit – April 5, 2012            | Peter Murray          |
| 3:40p – 4:00p | Funding/Call for Proposals                |                       |
| 4:00p         | Announcements/Next meeting                | Bring your calendars! |

**Action Items for Objectives:**

Objective 1: Summer Bridge Programs

- 1 – Recruitment (Elaine, Teresa, Lyliana) – Incoming Freshmen, MMW, No placement tests, athletes
- 2 – Find one more Math faculty to lead section
- 3 – Counselors to run CNSL 50 sections for all 3
- 4 – Set final dates, work with Marketing for materials?
- 5 - Scheduling

Objective 2:

- a.) IRW Pathway
  - 1- Update from Susie? Needs?
- b. ) MMW Pathway
  - 1 – Update from Sarah? Needs?

**References:**

- Basic Skills Workgroup Mission Statement  
 The Basic Skills Workgroup/College Skills steering committee on the Foothill campus coordinates the design and implementation of programs that support the development of foundation skills in reading, writing, mathematics, English as a Second Language, and learning/study to achieve success in college-level courses. In doing so, we endeavor to focus necessary and purposeful activities in four areas of effective practice: organization/administration, program design, staff development, and instructional practice.
- 2011-2012 BSW Objectives  
<http://foothill.edu/president/basicskills.php>

**Next Meeting:**

- Thursday, April 24, 2:30 p.m. Altos Room

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