FOOTHILL COLLEGE
Basic Skills Workgroup

Agenda
Date: Nov. 15, 2012       Time: 2:30 to 4:00 p.m.
President’s Conference Room

Tri-Chairs:
Darya Gilani        Sarah De Los Santos        Peter Murray

Members:
Susie Huerta       Elaine Kuo                      Linda Robinson        Roberto Sias
Voltaire Villanueva       Teresa Zwack

Ex-Officio:
Kimberlee Messina

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<tr>
<th>Time</th>
<th>Topic</th>
<th>Notes</th>
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<tr>
<td>2:30p – 2:35p</td>
<td>Welcome Back/Volunteer for Minutes</td>
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<td>2:35p – 3:20p</td>
<td>SBMP: Review action items from last meeting</td>
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<td>3:20p – 3:40p</td>
<td>Update: Sequence Tracking: MMW and IRW</td>
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<td>3:40p – 4:00p</td>
<td>Membership in Winter</td>
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<td>4:00p</td>
<td>Next Meeting and Joint Meeting in January</td>
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Follow up from 10/18 meeting:

- Elaine’s Presentation:
  Students who did not enroll in fall: where did they place? (Darya)
  Why did they not enroll? (Darya)
  Who were the DRC Students? Did they improve placement? (Darya and Elaine)
  Who are the students that wanted more time in the Summer Bridge Program? Where did they place? (Elaine)
  Does this affect the decision of how long to make the 2013 SBMP? (All)

- 2013 Summer Bridge Math Program
  Tentative dates: July 8th through July 19th, Resolve the request for more time but not more weeks? Add instruction to Friday? More hours each day? Add a 3rd week for certain levels?
  Addition of English component?
  Addition of technology component?
  Addtion of more opportunity for socializing/connections?
  Increase capacity from 90 to 120? Consult with Math Faculty (Peter)

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.
• Website
  http://foothill.edu/president/basicskills.php

Next Meeting:
• December 11, 2012 – 2:30 p.m. – 4:00 p.m.
• January 15, 2013 – 2:30 p.m. – 4:00 p.m. (Joint meeting with Workforce, topic: ALLIES - http://www.allies4esl.org/)

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