

COLLEGE SUCCESS SKILLS TASK FORCE

Thursday September 25th, 2008

Y-120

2:00 – 3:00 pm

Attendees: Edel Alonso (Counseling), Jennifer Brezina (Community Education), Mitjl Capet (Instruction), Susan Crowther (MESA), Fred D'Astoli (English), Diane Fiero (Instruction), John Garcia (English), Collette Gibson (Math), Audrey Green (Program Development), Anzhela Grigoryan (Math), Lee Hilliard (Computer Networking), Adam Kempler (English), Kevin Kistler (Academic Affairs), Mojdeh Mahn (TLC), Ram Manvi (Math, Science & Engineering), Daylene Meuschke (Institutional Development), Deneé Pescarmona (English), Russell Richardson (Political Science), Debbie Rio (Student Services)

I. August 28th Follow-Up Reports

Jennifer Brezina reported on what their group (Heather MacLean, Susan Crowther, Mary Peterson, Jennifer Brezina) came up with on how to get faculty input. Jennifer provided a handout to the task force outlining what they had accomplished. The group felt that an online survey would be the quickest and most efficient way due to our upcoming deadlines. The group also felt that we needed more faculty as part of the College Success Skills Task Force to have their input at our meetings. Jennifer also spoke about possible reassign time for faculty members so we would not overextend them more than they already are. The Task Force decided that the online survey should consist of 5 – 10 questions. Daylene Meuschke, Susan Crowther, Collette Gibson, and Adam Kempler agreed to help formulate the questions for the faculty survey. The group agreed on the following deadlines: A draft of the survey questions will be done by October 9th at our next meeting and the online survey will go out the week of October 16th.

Audrey Green and Deneé Pescarmona reported on the College Success Skills Newsletter that they are developing. A draft of the first newsletter will be done by the October 9th meeting. The newsletter will be distributed electronically as well as posted on the College Success Skills Website that is currently being developed.

II. Revision of Basic Skills Action Plan

The Task Force discussed the need to revise the original Basic Skills Action Plan, mainly by identifying funding priorities. Sub groups were created to discuss funding priorities for each section of the action plan. The sub groups are as follows:

Section A – Organization & Administration

• Audrey Green – Group Leader • Lee Hilliard • Diane Fiero • Ana Palmer

Section B – Student Services

• Edel Alonso – Group Leader • Debbie Rio • Adam Kempler • Chelley Maple

Section C – Professional Development

• Russell Richardson – Group Leader • Diane Fiero • Susan Crowther • Leslie Carr

Section D – Instruction

• Collette Gibson – Group Leader • Jennifer Brezina • Anzhela Grigoryan • John Garcia • Mitjl Capet • Fred D’Astoli

The sub groups will meet before the October 9th meeting to come up with funding priorities with costs and dated on what they feel is most important and should get done this year.

III. Announcements:

Audrey reported on the upcoming Basic Skills Regional Meetings, information on the meetings can be found at www.cccbsi.org. Audrey will also email out information on the meeting for those who would like to attend.

The next College Success Skills Task Force Meeting will be on Thursday October 9th from 2:00 – 3:00 in BONH 330. Meetings will be held every other Thursday instead of the 2nd and 4th Thursdays of each month due to the Thanksgiving Holiday. The meeting request that was originally sent out contains the correct meeting dates for the rest of Fall 2008. All meetings for the rest of Fall 2008 will take place in BONH 330.