College Success Skills Initiative
Request for Funds Proposal

Contact:	Audrey Green
Project Participants:	**College Success Skills Task Force**
Title :	The name of your activity.
Release time for Math curriculum review and alignment	
Amount & Budget:	Total amount of funds requested and detailed budget.
Adjunct instruction: $5000 Benefits: $1000	

Use of Funds — Briefly describe your activity. Please be specific.

5 unit release time to re-evaluate the basic skills curriculum in Math. The evaluation and revision process includes:
Responsibilities:
• Coordinate Hart/COC faculty meetings in Spring 09
• Work on supplemental instruction
• Work with institutional research on basic skills math retention and success data
• Coordinate curriculum review and revision of basic skills courses
• Create strategy and template for infusion of math study skills
• Develop noncredit as need is identified
• Investigate assessment test option, particularly interested in math assessment tests that provide students with feedback on skill mastery
• Work with basic skills faculty coordinator on implementation of a faculty summer institute.

Timeline — Timeline of your activity? One time or on going activity?

Spring 2009- Could be on-going if needed to finish evaluation process

College of the Canyons CCSI Priorities

The self-assessment identified the areas of concern listed below. Within one or more of these areas, please explain what outcomes you hope to achieve with your proposed activity.
- Professional development related to basic skills
- Curriculum development
- Coordination/Organization
- Coordination of Student Services and Instruction
- Research
- Innovation within Instruction

Please make references to the priorities identified in the Action Plan.

Work with institutional research to monitor student success.
A.4.4 Outcomes for basic skills students concurrently enrolled in college-level and basic skills courses are carefully monitored; data are used to adjust policies and/or recommendations to students.
Re-evaluate the basic skills curriculum with a focus on sequence, skill- and knowledge-building
D.2.1 Developmental courses/programs implement effective curricula and practices for English (e.g., reading/writing integration, writing across the curriculum, and use of writing labs).
D.2.2 Developmental courses/programs implement effective curricula and practices for mathematics (e.g., addressing environmental factors, problem-based learning, small group instruction, contextual learning, appropriate use of technology, and learning labs).
D.2.3 Developmental courses/programs implement effective curricula and practices for ESL.
D.2.4 Developmental courses/programs implement effective curricula and practices for development of study skills.
D.5.1 A well-planned, step-by-step sequence of developmental education course offerings exists.
D.5.2 Well-planned, sequential courses possess a corresponding proactive academic support component.
D.5.3 Individual courses (particularly those taken earliest in the developmental sequence) engage students in highly structured learning experiences designed to progressively build their skills and knowledge
Additional areas related to the Action Plan are in the areas of D10, B2

Other Initiatives	How will you coordinate your activity with other campus initiatives? Funding under CCSI should be connected with other campus work without duplicating current efforts.

Coordinate with workgroup that is currently evaluating and proposing to implement supplemental instruction options for students.

Program Evaluation	Please briefly describe the metrics you will use to assess the effectiveness of the program/activity.

Development and implementation of revised or new curriculum that addresses the needs of basic skills students.

Channels for Dissemination	Please describe how you intend to disseminate information to faculty and staff on the status and evaluation of the proposed project? Be specific.

Dissemination will occur at Math Department meetings, College-wide faculty professional development forums and other meetings as appropriate.

Audrey Green
(Signature of Requestor)

_1/14/09_
(Date)

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(Signature of Department Chair/Supervisor)

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(Date)