



Skills4Success Committee Meeting
Thursday August 27th, 2009
Bonelli Hall 330
1:30 pm – 3:00 pm



Attendees: Robin Allison (Community Ed), Edel Alonso (Counseling), Gina Bogna (Community Ed), Leslie Bretall (Library), Jennifer Brezina (English), Susan Crowther (MESA), John Garcia (English), Fred D'Astoli (English), Vincent Devlahovich (Geology), Ron Dreiling (ITL), Collette Gibson (Math), Jams Gilmore (Math), Audrey Green (Academic Affairs), Barry Gribbons (Institutional Development), Anzhela Grigoryan (Math), Kim Gurnee (English), Lee Hilliard (Computer Networking), Michael Joslin (Student Services), Kevin Kistler (Academic Affairs), Susan Ling (DSP&S), Heather Maclean (ESL), Mojdeh Mahn (TLC), Jose Martin (Modern Language), Daylene Meuschke (Institutional Research), Catherine Parker (Research), Denee Pescarmona (English), Jasmine Ruys (Admissions & Records), Tracey Sherard (English)

I. Review and Approve Minutes from May 28th

Minutes were passed out and reviewed by those in attendance. Motion to approve minutes to be posted to the S4S website made by Collette Gibson, second Fred D'Astoli, approved.

II. Welcomes & Acknowledgements

Denee Pescarmona welcomed everyone in attendance as well as the new members to the Skills4Success Committee. Denee acknowledged the committee for their hard work over the summer on the following projects: S4S Centers, Math FIG, English FIG, and Supplemental Instruction. Denee also thanked the Academic Affairs staff, as well as all of the Deans and Vice Presidents for their support. Audrey Green also thanked everyone for putting in the hours they did over the summer.

III. Group Reports

-Math FIG: James Gilmore reported that the Math FIG will be concentrating on students enrolled in Math 060, Elementary Algebra, although students in other Math courses will be invited to attend as well. They are recommending the idea of mastery learning to instructors. They will recommend a policy of allowing students to retake an exam, if they fail the exam, and average the two exam grades to encourage the students to master the material before moving onto the next chapter. Workshops are planned at two levels, remediation and addressing the level that the class is currently at. Collette Gibson added that a student would have to attend the workshop before they would be allowed to retake an exam.

-English FIG: Kim Gurnee reported that the English FIG surveyed English 071, 081 and 091 students over the summer about barriers that they perceive and what types of workshops they would be interested in attending. These surveys were administered during class in person in order to get the information back quickly.

-Research: Daylene Meuschke reported that the research subcommittee assisted the Math Department with a SLO survey for Math 025 and 026, they also completed their English placement report for Hart District students who graduated high school from 2006-2008. They will also continue their analysis of tracking 2008 Hart District graduates. Daylene also reported that The Zone survey has been completed and that the final edits on the survey for the English centers are done. This semester the research committee will be working on a report of how students who attend The Zone perform based on number of tutoring hours they receive, and the distribution of classes students in The Zone are taking. Daylene also let everyone know that the request for research form will now be posted as a word document on the S4S website.

-Travel:

•**BSILI**-Denee Pescarmona attended the BSILI conference (Basic Skills Initiative Leadership Institute) at San Francisco State University June 14 – 20. This was a working conference that met from 8:00 am – 9:00 pm everyday during the conference. COC is now part of the pilot network of Basic Skills Professional Development.

•**WestEd Reading Apprenticeship**-Vincent Devlahovich reported out on the WestEd Reading Apprenticeship that he attended this past July. Vincent felt the most exciting part of the conference was the research group, that is currently on a 3 year grant, that College of the Canyon is now a part of. The research group will provide materials for us to present so we can hold train the trainer events.

•**Tillery Institute**-Audrey Green reported on the Tillery Institute that she attended along with Denee Pescarmona, Daylene Meuschke, and Debbie Rio. The focus at the Tillery Institute this year was on basic skills. They learned about how Cal Pass works and we can now access institutional data, such as success rates for every single section.

IV. Group Reports

-2009-2010 Action Plan: This will be similar to the 2008-2009 Action plan and will again be a very big task. Audrey and Denee will be going to training for this. We need to focus on what we can do well this year. Denee and Audrey put together a marketing plan over the summer; we now have Skills4Success pens and notepads. The goal of the marketing plan is to get Skills4Success on everyone's mind.

-Revised Meeting Schedule: Last year the committee met as a large group twice a month. This year we will be meeting only once a month, on the 4th Thursday, as a large group. This will free up more time for the subcommittees to meet and get work done. If any of the subcommittees need help in reserving a room, they can contact Patrick Backes in Audrey's office.

-Review of Subcommittee Tasks: After being awarded the Hewlett Leaders in Student Success program, we need to have a plan on how we are going to present our work. We have come up with five strategic goals: 1st Year Experience, Curriculum Alignment, Learning Communities, Ongoing Professional Learning, and Supplemental Learning. A flow chart was passed out detailing the strategic goals along with their actions and measures.

V. Upcoming Conference

-BSI Coordinators Meeting, September 17-18, Newport Beach: Audrey Green and Denee Pescarmona will be attending the BSI coordinators meeting in September. This conference will give the opportunity to ask questions and get the information needed before the Action and Expenditure Plans are due on October 15.

-Strengthening Student Success Conference, October 7-9, San Francisco: The Student Success Conference, hosted by the RP Group, will take place October 7-9 at the San Francisco Airport Marriott. Denee & Audrey will be attending and the cost will be covered with funds from the Hewlett Leaders Award. Other representative from College of the Canyons will be attending and the cost will be covered through Basic Skills funds.

-BSI Regional Meeting, October 29-30, Burbank: The Fall Basic Skills Regional meeting will be held at the Burbank Airport Hotel & Convention Center on October 29-30. The focus of the regional meeting is: *Maintaining and Enhancing Student Success in Difficult Times: Sustainable, Low-Cost Classroom Practices*. We will be sending a team of 5-10 people from College of the Canyons.

VI. New Business Other/Discussion

-Repository of Articles: Barry Gribbons talked about wanting to use research more and how to integrate the body of research with the Skills4Success committee.

-Supplemental Instruction: Jose Martin let everyone know that the supplemental instruction workshops will begin next week.

VII. Next Meeting -September 24th, 1:30 – 3:00 in Bonelli Hall 330