

# **COLLEGE SUCCESS SKILLS TASK FORCE**

**Thursday December 4<sup>th</sup>, 2008**

**BONH 330**

**2:00 – 3:00 pm**

**Attendees:** Edel Alonso (Counseling), Jennifer Brezina (Community Education), Leslie Carr (Professional Development), Susan Crowther (MESA), Fred D'Astoli (English), John Garcia (English), Collette Gibson (Math), Anzhela Grigoryan (Math), Lee Hilliard (Computer Networking), Mojdeh Mahn (TLC), Ram Manvi (Math, Science, Engineering), Chelley Maple (Matriculation), Heather MacLean (ESL), Denee Pescarmona (English), Mary Petersen (English), Russell Richardson (Political Science), Debbie Rio (Student Services)

## **I. Professional Development Travel Report Form**

A working copy of the "College Success Skills – Report of Professional Development Travel" was handed out to the group for suggestions. Section 2 was updated to read: When & where will you integrate what you have learned into your classes, teaching, curriculum, professional development, etc. Section 3 was updated to read: Does what you have learned relate to the College Success Skills Initiative at College of the Canyons. Section 4 will read: When will you share any of this information with your colleagues, department, and the college community. A signature line will also be added at the bottom of the form. Updates will be made to the travel report form and handed out at the first meeting of the spring semester for review and final approval.

## **II. February 2<sup>nd</sup> Symposium**

Denée Pescarmona updated the task force on the February 2<sup>nd</sup> College Success Skills Symposium. Denée let everyone know that the program for the day has tentatively been set and that we will be meeting in the Hasley Theatre in the morning, breakout sessions in Hasley Hall classrooms, luncheon and keynote speaker in the Black Box, and then afternoon breakouts and closing sessions back in Hasley Hall. Denée also let group know we will be using clickers as a self assessment tool in the opening session.

## **III. College Success Skills Newsletter and Website**

Denée informed the group that the College Success Skills website has been launched which can be found at: [www.canyons.edu/offices/cte/collegesuccess/](http://www.canyons.edu/offices/cte/collegesuccess/). The web address will be shortened in the near future to read [www.canyons.edu/collegesuccess](http://www.canyons.edu/collegesuccess). The website will contain forms such as the Request for Funds Proposal and the 2008-09 Basic Skills Action Plan. Professional development opportunities will also be listed on the website.

Denee also let the group know that the first edition of the College Success Skills Newsletter was done and has been posted to the website and will be sent out in a COC-all email. Denee thanked everyone who contributed to the fall 2008 newsletter.

#### **IV. Report on Student Success Conference, FIG Grant, Assessment Group**

Chelley Maple reported on the Community College League Conference that she attended in Anaheim including a report on Accuplacer. Chelley also reported on the Technology Advisory Group, the Matriculation Advisory Council, and the American Diploma Project.

#### **V. Report on Basic Skills Coordinators Conference**

Audrey Green was attending a special populations conference in Sacramento and was hoping to make it back in time to report on the Basic Skills Coordinators Conference she attended on November 13<sup>th</sup> & 14<sup>th</sup>. She was not able to make back to campus for this meeting from her conference and will report on the coordinators conference at our first meeting of the spring semester.

#### **VI. Project Workgroup Updated**

Due to time constraints this agenda item was not addressed.

#### **VII. Next Meeting:**

The dates, time and location of the spring 2009 meetings will be determined and sent out around the beginning of the spring semester in late January or early February.