



**Skills4Success Committee Meeting**  
**Thursday September 24<sup>th</sup>, 2009**  
**Bonelli Hall 330**  
**1:30 pm – 3:00 pm**



**Attendees:** Alto Benedicto (Chemistry), Gina Bogna (Community Ed), Leslie Bretall (Library), Jennifer Brezina (English), Fred D'Astoli (English), Vincent Devlahovich (Geology), John Garcia (English), Collette Gibson (Math), Audrey Green (Academic Affairs), Angela Grigoryan (Math), Lee Hilliard (Computer Networking), Brandy Janssen (English), Michael Joslin (Student Services), Kevin Kistler (Academic Affairs), Susan Ling (DSP&S), Svetlana Lynch (English), Mojdeh Mahn (TLC), Jose Martin (Modern Language), Renee McConnell (TLC), Michael McMahan (Humanities), Daylene Meuschke (Institutional Research), Catherine Parker (Research), Denee Pescarmona (English), Mary Petersen (English), Jasmine Ruys (Admissions & Records), Tracey Sherard (English)

**I. Review and Approve Minutes from August 27th**

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

**II. Sub-Committee Reports**

**-First Year Experience:** Denee Pescarmona reviewed the PowerPoint presentation that was created by Audrey Green, Daylene Meuschke, Debbie Rio, and herself at the Tillery Institute. "The Right Start" or "Hart Days", will help incoming students with tying education to their future and careers. This program will introduce incoming students to the assessment test and include a face to face orientation over the summer led by counselors and faculty. Students will be broken up into groups by major areas of interest and will plan for their first semesters. To take this a step further, certain course sections will be labeled as freshman year experience courses. We will train faculty who will be teaching these sections to be faculty mentors for the first year experience. Students will continue through the Spring with their faculty mentors. The First Year Experience sub-committee will be meeting in early October to get going on this plan.

**-Curriculum:** English: Tracey Sherard spoke on behalf of the English department. The English department held their first meeting in the writing center where they reviewed data and action items that were created last Spring. Tracey also spoke about the joint meeting with the Hart District English department chairs at which they took the Accuplacer test. The meeting resulted in some good ideas on how to bridge the gap between fiction writing at COC and non-fiction at the Hart District. ESL: Jennifer Brezina spoke on behalf of ESL department. Jennifer let the group know they have been fine tuning the ESL curriculum and that it is on schedule to go to the curriculum committee in October. They have also been looking at assessment and placement of students. Math: Collette Gibson spoke on behalf of Math department. They currently have two meetings set up and they will not be pushing anymore joint meetings with the Hart District Math folks until a plan has been established.

**-Professional Development:** Fred spoke on behalf of the professional development subcommittee. They have not yet had a chance to meet. The Professional Development subcommittee will suggest and present ideas that will enhance the work of the other Skills4Success sub-committees. At first meeting they would like to look at the current FLEX program and see if they could tweak it in terms of focusing on theme activities. They will also look into tying ITL activities in with the Professional Development sub-committee.

**-Research:** Daylene Meuschke spoke on behalf of the Research sub-committee. The Research sub-committee will not be meeting on a regular basis, but will be in charge of the research needs and plans being developed in the other Skills4Success sub-committees. They are currently developing an evaluation rubric for the other sub-committees. They have completed The Zone analysis along with the Math Success data for the 2007-2008 Hart District graduates. Other things they are working on include content validation for Math, English and ESL which will be a big project.

**-Supplemental Instruction:** Mary Petersen spoke on behalf of the Supplemental Instruction sub-committee. Mary let the group know that Supplemental Instruction has been launched and they are still staffing some of the workshops. Mary thanked the English department, most of the workshop instructors are coming from the English department. They are now working on marketing and getting the word out across campus about Supplemental Instruction. Spoke to two of the larger divisions to advertise and make people aware of Supplemental Instruction.

### **III. 2009-2010 Basic Skills Action Plan**

Audrey Green spoke about the 2009-2010 Basic Skills Action Plan which is due on October 15<sup>th</sup>. The group went over the action plan and gave suggestions on each section. Volunteers for each section should come from the sub-committees that line up with the strategic goals listed in each section.

### **IV. Group Reports**

**-Strengthening Student Success Conference:** The Student Success Conference, hosted by the RP Group, will take place October 7<sup>th</sup> – 9<sup>th</sup> at the San Francisco Airport Marriot. A team has been put together who will be attending and the cost will be covered with funds from the Hewlett Leaders Award and Basic Skills funds. College of the Canyons will be recognized as a Hewlett Leader in Student Success award winner at a lunch ceremony on October 8<sup>th</sup> and there will also be a dinner for Hewlett Award winning schools that everyone from College of the Canyons can attend.

**-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<sup>th</sup> – 30<sup>th</sup>. The focus of the regional meeting is: *Maintaining and Enhancing Student Success in Difficult Times: Sustainable, Low-Cost Classroom Practices*. A team of 10 people from College of the Canyons has been put together to attend this meeting. A pre-meeting will be set up for the team that is attending the BSI Regional meeting.

### **V. New Business Other/Discussion**

Audrey Green shared with the group some recently produced materials from the State Academic Senate that will be posted on the Skills4Success website

### **VI. Next Meeting**

The next Skills4Success meeting will be held on October 22<sup>nd</sup>, 1:30 – 3:00 in Bonelli Hall 330