

# **Skills4Success Committee Meeting**

**Thursday April 23<sup>rd</sup>, 2009**

**Library 206 (R-206)**

**1:30 pm – 3:00 pm**

**Attendees:** Edel Alonso (Counseling), Jennifer Brezina (English), Susan Crowther (MESA), John Garcia (English), Collette Gibson (Math), James Glapa-Grossklag (Distance Learning), Anzhela Grigoryan (Math), Kim Gurnee (English), Lee Hilliard (Computer Networking), Kevin Kistler (Academic Affairs), Susan Ling (DSP&S), Mojdeh Mahn (TLC), Ram Manvi (Math, Science, Engineering), Chelley Maple (Matriculation), Jose Martin (Modern Language), Michael McMahan (Humanities), Daylene Meuschke (Institutional Research), Catherine Parker (Research), Denee Pescarmona (English), Russell Richardson (Political Science), Patty Robinson (Social Science and Business), Tracey Sherard (English)

## **I. Review and Approve Minutes from March 26<sup>th</sup>**

Minutes were passed out and reviewed by those in attendance. Revisions were made, motion to approve minutes to be posted to the S4S website; Jose Martin, second Collette Gibson, approved.

## **II. Research**

Daylene Meuschke and Catherine Parker spoke about what the research sub-committee has been working on. A handout was passed out for a report on the top 20 courses that have shown historically low success rates and that would benefit from supplemental instruction. The 20 courses that were identified with low success rates were from the Fall 2006, 2007 and 2008 semesters. Courses included in the analysis offered four or more sections, with the exception of ESL courses. ESL courses were included in the analysis at the request of the Skills4Success Supplemental Instructions sub-committee. This report included only on-ground courses and excluded courses in which only one semester of data was available. Two of the recommendations made in the report included inviting instructors who teach courses identified in the top 20 list of courses with historically low success rates to incorporate supplemental instruction into their course and also consider expanding supplemental instruction invitations to instructors teaching courses that are not identified in the top 20 list. A copy of the handout will be posted on the S4S website. The effectiveness of The Zone will be the next report the research sub-committee will be working on.

## **III. Hewlett Leaders Announcement**

Denee Pescarmona let the group know that College of the Canyons was selected as one of the Hewlett Leaders in Student Success award winners. Denee thanked everyone that helped with the gathering of data and with the April 2<sup>nd</sup> site visit from the Hewlett Leaders visiting team. The official announcement will be made on May 8<sup>th</sup> in Sacramento; College of the Canyons will be one of three California Community Colleges to receive this recognition. Denee also let the group know that the Hewlett visiting team mentioned the positive attitude and enthusiasm of the faculty was a key factor for College of the Canyons being selected.

## **IV. Group Reports**

**Curriculum** – The Curriculum group has not recently met. Collette Gibson let the group know that the Math department will be meeting with math faculty from the Hart District directly after this meeting. The English department will also be meeting with English faculty from the Hart District on May 13<sup>th</sup>. Jennifer Brezina also reported that ESL has a new course sequence in line for curriculum and that they are turning their focus to conversation and computers for ESL.

**Supplemental Instruction** – Jose Martin updated the group on the supplemental instruction sub-committee. A website is being built to inform faculty about the nuts and bolts of supplemental instruction. They are also in the process of collecting surveys from division meetings and getting in touch with departments to see if they want to do anything regarding supplemental instruction.

**Technology** – Jennifer Brezina let the group know they have officially submitted a Skills4Success Center computer lab proposal and are waiting to get official word if it has been accepted.

**Budget Committee** – Denee Pescarmona let the group know the budget/funding sub-committee received 17 funding proposals, and they are currently being reviewed by the members of the sub-committee. Once the sub-committee has completed reviewing the proposals, the approved proposals will be forwarded to Dr. Capet for final approval. The next deadline for submitting funding proposals will be May 20<sup>th</sup>. Denee also let the group know that the 2009-2010 BSI Action Plan will be due earlier this year, most likely in mid September. Susan Crowther also added that the rubric used for scoring the proposals should be updated now that we have gone through the process once.

**Professional Development** – The Professional Development sub-committee will be meeting this upcoming Monday. Russell Richardson and Denee are currently working on a mission statement and learning outcomes for the certificate program. Currently there are 2 Skills4Success FLEX workshops, if there are any additional ideas for a FLEX workshop please email Denee and let her know.

#### **V. CMC^3 Conference Report**

Collette Gibson attended the CMC^3 (California Mathematics Council Community Colleges) conference which was paid for with Basic Skills funds. Collette updated the group on what was discussed at the conference and how the Math Department at College of the Canyons can use what was learned at the conference.

#### **VI. Upcoming Conferences**

**-SBCC Colloquium, April 24<sup>th</sup>.** A team of 6 from College of the Canyons will be attending the SBCC *Building Student Success* Colloquium. SBCC was a 2008 recipient of the Hewlett Leaders in Student Success award.

**-Basic Skills Regional Meeting, May 7<sup>th</sup> - 8<sup>th</sup> L.A. Mission College.** Currently this Regional Meeting is full but Denee is trying to secure some extra spots for College of the Canyons representatives. Denee should know within a couple of days if we can get anyone in and then a team will be put together to attend.

**-Basic Skills Boot Camp, May 29<sup>th</sup> - 31<sup>st</sup> Chaffey College.** A team of three from College of the Canyons will be attending the Basic Skills Boot Camp at the end of May.

**-Reading Institute, August 3<sup>rd</sup> - 5<sup>th</sup> Santa Ana College.** We have received approval to send two faculty members from College of the Canyons to the Reading Institute put on by WestEd. The two faculty members that attend the reading institute can pass on the information to the Skills4Success committee as well as other college faculty and staff.

#### **VII. Upcoming Presentations**

**-Dr. Lynn Wright - Creating a Culture of Inquiry: How to Start Faculty Inquiry Groups on Campus.** This presentation is part of the S4S Wednesday Workshop series and will take place in Hasley Hall 232 on April 29<sup>th</sup> from 2:30 – 4:00.

**-PLATO & SkillsTutor Software Demonstrations.** Representatives from PLATO and SkillsTutor will be on campus Thursday April 30<sup>th</sup> giving demonstrations of their products. The demonstrations will take place in PDR #2 from 2:00 – 3:30.

**-Dr. Kathleen Gabriel - Teaching Unprepared Students.** This will also be a part of the S4S Wednesday Workshops. Dr. Gabriel will be discussing her book on teaching unprepared students and how to improve student success. Copies of her book will be made available to those who wish to attend.

#### **VIII. Next Meeting: May 14<sup>th</sup>, 2009 1:30 – 3:00 in R-206**