



Basic Skills Committee

February 16, 2017

Meeting Minutes APPROVED 04/20/2017

MEETING TYPE: ☒ Staff
☐ Product/Project
☐ Special

Starting Time: 2:30 p.m.

Ending Time: 4:00 p.m.

Place: H-306

CHAIRS: Gabe Sanchez and Lori Waite

MEMBERS: Cindy Anfinson, Alan Aquallo, Debra Avila, Barbara Blanchard, Lee Chen, Erin Feld, Kevin Kearney, Dana O'Callaghan, Gabe Sanchez, Suzanne Sebring, Rosalinda Tovar, Lori Waite, Benhui Zou

ABSENT: Jennifer Backman, Ruth Barnaba, Melinda Carrillo, Kate DeConinck, Kelly Falcone, Calvin One Deer Gavin, Jonathan Rodriguez, Shayla Sivert, Dan Sourbeer or Designee, Brian Stockert

RECORDER: Rosalinda Tovar

A) Call to order @ 2:38pm

B) Approval of Minutes

- 1) Approve Minutes of November 17, 2016
- 2) No Quorum, minutes could not be approved

C) Action Items

- 1) None

D) Information Items

- 1) Announcements- Any
 - i) Suzanne: non-credit AEBG-none
 - ii) Lori: 3CSN group upcoming events
 - (1) Reading Apprenticeship: works well for folks who do not teach reading.
 - (2) Learning communities CA LC Consortium: service learning into learning communities
 - (3) Statewide Academic Senate Southern Conference @ Palomar College Dec 3rd (more non-registered folks came than registered)
 - (a) Link to past events: check it out to see Palomar College included
 - (b) All PPT presentations available online
 - (c) Chancellor's Office:
 - (i) More money, more requirements from office tied to money
 - (ii) Basic skills reporting: combined report for BSI, 3SP, Equity: due in June
 - (d) New standard for building learning environments: letter of support interactive classrooms
 - (i) Hard copy letter delivered
 - (ii) Interim Dean of Mathematics & Natural Health Sciences: Dr. Kailikole put together an open house showcasing active learning environments
 - (iii) Faculty senate letter delivered by Lori

(iv) Move to SPC, waiting to hear where we are at in the process

Kevin/ Candace approved to do Learning Community English/Cinema for Fall 2017

Retention rate phenomenal: Fall 2016

Needed approval, class had to be in different sections

English 10

English 50

All in same Cinema class

Cindy: Math dept. has 5-6 active learning classrooms

Vendor packed the room, but instructors say they need more room in some classes

F-1 is a hit!

2) Summer Bridge and FYE – Gabe

i) Gabe attended the Palomar Promise (PP) Coordinating meeting in November

(1) All PP students will be FYE students starting this fall

(2) Tuition & Textbook assistance up to \$1,000

(3) Priority registration

(4) Graduates from 2017, and attended eligible public high school in district

(5) One transaction: apply to PP/FYE: student success agreement tag to FY student group

(6) Parallel piece in Financial aid, Promise funds processed like a scholarship award

(7) New financial aid director

(8) FYE size will grow, conservative 1,000 students (currently under 200)

(9) Paradigm shift, all incoming freshmen will be FYE students. We will provide all of the services dedicated to student success

(10) Application delayed, to Feb 22

(11) EOPS/TRIO meeting has already taken place

(a) How to better collaborate, to minimize duplication of services

FYE orientation needs to be re-vamped (conference style) to maintain integrity but this model may not be manageable at large scale, and needs to be restructured.

Week of Welcome integration? TBD in progress

Summer Bridge—set

Library component will now be integrated within Summer Bridge instead of after program concludes

3) Learning Communities and Mentoring - Lori

i) Lori working on final touches: LCs offered Fall 2017

ii) PUENTE: Student Success Program (English 50 level in Fall, Counseling class)

(1) Emphasis on Latino Literature, spring ENG 100, same Instructor & Counselor, mentoring is a piece of the program too.

(2) Cultural enrichment component

(3) 3 phases

(a) will begin in Fall 2017, Letty Aguirre PUENTE Counselor

(b) Chicano Studies 102 Spring

(c) Mentoring: Letty collecting names from faculty and community professionals

iii) Mentoring: Lori and Letty joining forces.

(1) Fall 2017: link one LC TBD

(2) Joint mentor/mentee mixer 1st 2 weeks of Fall term

- 4) TLC - Debra
 - i) TLC SM skillshops: ongoing
 - ii) 17 scheduled, few pending
 - iii) Collaborating with TRIO/DRC/EOPS: recruiting table @ TLC
 - iv) PRIDE center contacted us to present workshop
 - v) Scholarship application workshop happening right now, full
 - vi) Fall 2016, the TLC offered 21 workshops/ 311 student participant with an 82% rate of show rate.
 - vii) special events: Lunar New Year Celebration
 - viii) Currently planning: Night @ Planetarium/Howard Brubeck Theater production
 - ix) TLC ESC:
 - (1) For Fall 2016, 85% show rate
 - (2) tutoring offered
- 5) Continued discussion on blending committees
 - i) BSI/SSEC/SSSP: blending of committees may not happen too soon
 - ii) Gabe and Lori presented our concerns, we are an operational committee, concern about representation, roles of council vs committee, overlap of members—seen as workgroup, no push to combine us.
- 6) Adult Basic Education Block Grant (AEBG)- Barbara Blanchard
 - i) Adult Ed Block grant: not a grant, line item
 - ii) Classes that fall into it: all non-credit, not degree applicable, non-transferable: documentation requested to quantify what we are doing to assist our students: Workforce Innovation and Opportunity Act (WIOA)
 - iii) Documentation requested
 - iv) Applied for federal grant: basic skills, English learners....estimated \$500,000 direct service to students
 - v) Submitting to consortium for our group, anticipating to get it
 - (1) Will bring that to this group to see how we can use this money to help students
 - (2) Pre-post tests required in classrooms: Chancellor's office align reporting requirements with federal reporting requirements (already created by CASAS we will work to see which tests will be used for which classes)
 - (3) All agencies have to feed data to CASAS: REQUIREMENT (vendor hired to collect data)
 - (4) Suzanne purchased tools for this and BSI in addition, CASAS Conference to learn about options
 - (5) Currently exploring how to make this work for the students and see how we can make this work, support to make this happen
 - (6) AEBG funding: want to get ideas from courses, programs where we can use AEBG funding: please submit ideas for NEW things to start up
 - (7) All decisions have to be made through consortium, personnel hired across sites to serve @ consortia level
 - (a) Hire transitions coordinator: bridge gaps to next stage
 - (b) Career specialist/career counselor: full time bilingual to help with all AEBG programs (interim adjuncts now) get Ed plans for non-credit students
 - (8) Curriculum alignment projects, find gaps and fill gaps
 - (9) Supplies/materials: ESL, education to career network *name of our consortia
 - (10) Surveys conducted: at 50+ communities
 - (11) Operational: outreach, site licenses, travel for institute CASAS attendance: June 13- June 15th Orange County
 - (12) Summer Bridge is eligible to use this funding

- (13) Surface Pros for INEA, lots of equipment, operational expenses
- (14) Try to spend out by December, inquire now.
 - a. DRC students: furniture? Lori will send info of needs for students to Suzanne
 - b. Microsoft surface pros are supported by our IS dept: get classroom sets?
- (15) 2 funding sources
- (16) new FTES for Palomar
- vi) Thinking about Noncredit:
 - (1) 10 areas (9 areas) that we have to meet to qualify
 - (2) Funding
 - (a) CDCP funding
 - (i) Program and courses within that area, not individual courses
 - (ii) A "Program" is currently defined as 2 or more courses, definitions still pending
 - (iii) Early May Non-Credit summit, first ever
 - (iv) Program and curriculum should be put forth at the same time
 - (v) Title and course description should clearly indicate and identify the noncredit population for which course was created
 - (vi) Barbara sent PPT, ask if needed
 - (vii) Even if not using AEBG funding, Math 10, English 10 will have to use CASAS pre/post tests
 - (viii) Funding changes: moving towards outcomes based
 - (ix) Issues of "accountability" California aligning with Federal Standards
 - (x) Workforce Innovation and Opportunity Act (WIOA)
 - (xi) Way to integrate with learning outcomes: how can we have this work for our students, administratively it is a nightmare...
 - (xii) Add as reporting item out in the future
 - (xiii) Innovative ideas to improve programs at PC, cannot supplant, must be NEW!

E) Adjournment @ 4:10 pm

Next Meeting: March 16, 2017 in H-306