

**College of the Redwoods
Basic Skills Committee
Friday, November 4, 2016, SS 104, 9am – 10am
Summary Notes**

1. Meeting Called to Order: Present: Erin Wall, Matt McCann, Rick Jordan, Levi Gill, Liz Carlyle, Crislyn-Parker, support
Absent: Kelly Carbone, Renee Saucedo, Amy Berkowitz, Sheila Hall

2. Approved October 21, 2016 Notes: Approved as revised. *Update:* Rick Jordan and Rory Johnson are discussing noncredit offerings at Del Norte. There have been press releases and scripted radio marketing in Del Norte to increase interest.

3. Action Items:

3.1. ASC Basic Skills Tutoring Request: Approved 11/4/16

3.2. EPIC support for basic skills courses not covered by the Transformation grant:

- *Discussion:* The EPIC program is run out of the Academic Support Center and has continued to support EPIC leaders in Math 380 classes as well as expanded into the accelerated English and Math courses through the Basic Skills Transformation grant. This request is to support the continued deployment and expansion of EPIC leaders in basic skills courses beyond those covered by the Transformation grant, including Math 380. Other courses such as English 150 and Math 376 may also be interested in this opportunity. EPIC expansion to Del Norte is planned for next year through the Basic Skills Transformation grant. Approved 11/14/16.

4. Discussion Items:

4.1 2016-17 Action Plan Development (attached):

#1, #2: Supporting basic skills tutors has been an item in the Basic Skills action plan annually. A unified tutor training program has been included in multiple institutional plans and is in development.

#3: Basic Skills funding can purchase books for the Reading Apprenticeship Framework, but the Professional Development Committee is seeking more information regarding the structure and potential facilitator.

#4: The Transformation grant will likely fund many of the activities in this area, but there may be additional activities that were unplanned at the time of the grant application that will need funding.

#5: The item to support innovation in the traditional developmental math sequence was removed for this year. The Math Department is still very focused on getting the advisement, offerings, and support for the Math 102, along with multiple measures that they are not ready to tackle this issue at this time.

The activity related to “support the integration of technology to improve outcomes in basic skills courses” covers a lot of needs. Software is needed for the SC 214 Basic Skills math lab. Liz would like to see ESL software as well. It looks like we have earmarked sufficient funding to support software. Rick mentioned that Adult Ed has flexibility to purchase software that could support both credit and noncredit, serving students across the district.

At our previous meeting Kelly expressed a need for an additional planning item related to enrollment. We will leave a placeholder for this item to be flushed out at our next meeting when we move to approve our Action Plan for 2016-17.

5. Reports

5.1 Basic Skills Final Expenditure Report (attached): Erin provided a brief overview of the categories in which BS funding was disbursed. (Included on the expenditure report.)

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5.2 Follow-up on Fall 2015 English 150 information from the Writing Center Tutoring Report. Erin checked into any anomalies related to English 150 for the Fall 2015 semester, given the Writing Center basic skills tutor data for English 150 that semester wasn't as positive as it was for the other basic skills classes. The instructors were all experienced in teaching English 150 and Program Review data indicated that success and retention in English 150 in Eureka remained stable with the success rate for 2014-15 being 63% and the success rate for 2015-15 being 62%. Retention rates were 82% and 81% over these same periods. We did institute some cut score changes for students over 2014-15 which likely had their greatest impact starting with Fall 2015. This bodes well for the cut score changes that were made. It is interesting to note that prior to 2014-15 success rates in English 150 on the Eureka campus was in the 53-58% range. It appears then that the basic skills student tutor just happened to work with English 150 students who were really struggling that semester.

Upcoming discussion of the Writing Center at the English Department meeting. Leslie Leach is planning to retire at the end of December. As with all areas of the college operations are being reviewed and evaluated due to budget concerns.

5.3 SSSP, Student Equity, and Basic Skills Program Integration meeting scheduled Wednesday

November 30th 3:30 – 4:30pm: Kelly, Renee, and Erin will begin discussion of changes from Chancellor's office regarding the blending of the three plans.

Informational: Noncredit students can utilize ASC tutors. ASC can schedule evening tutors if needed. Noncredit courses average 15-18 students daily. Rick Jordan would like to have a discussion regarding math lab and noncredit classes.

6. Future Agenda Items:

- Report from EPIC leadership about the program, including their expansion plans.
- Supporting the Reading Apprenticeship Professional Development Action Item.
- Brainstorm on language for Activity #9/ this will be action item to finalize plan.