**BSC Mission Statement**

***Our Mission is to improve the retention,   
 persistence, and success of basic skills students.***

Funds requested from the Basic Skills Initiative should include one or more of the following:

*1. Promote the use of effective practices in developmental education for   
 administrative, student services, and instructional programs.*

*2. Provide professional development regarding effective practices in developmental   
 education.*

*3. Work with Institutional Research in tracking basic skills students from entry to   
 completion.*

*4. Assess and evaluate the programs designed to improve student success.*

The Basic Skills Committee may be targeting specific projects in a given year, based on the current year Certification Report and action plan submitted to the Chancellor’s Office. Preference will be given to requests connected to this plan, available on the Basic Skills web pages: <http://inside.redwoods.edu/basicskills/other.asp>.

***Note: Basic Skills funds are not eligible to supplant existing staff or operational funding.  
Basic skills funding will not exceed three years and project proposals/planning must include  
how future funding will be institutionalized.***

* Your proposal’s costs must include taxes, shipping and benefits (actual quotes should be included where possible; benefits can be estimated at 10% of total salary.
* An itemized cost for each funding request must be included.

Upon approval from the Basic Skills Committee, the next step is to complete the correct   
documents(s) needed to encumber your approved funds. Please work with Crislyn Parker to complete and finalize these documents.

Complete the form on the page below, and email the completed request packet as an attachment to [bsc@redwoods.edu](file:///C:\Users\crislyn-parker\AppData\Roaming\Microsoft\Word\bsc@redwoods.edu).

*Note: Funding requests are due one week (by Friday) prior to Basic Skills Meetings, in order to be included on the agenda. Basic Skills Committee meets on the first and third Friday’s of the month, excepting holidays. Please check the inside.redwoods* [*google calendar*](http://inside.redwoods.edu/calendar.asp) *for meeting changes or cancellations*.

**Summary Title:** Reading Apprenticeship in STEM (STEM Faculty 101 Course) **Funding Year:** \_2018-19\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***For Committee Use Only:***

Submitted:   
Date Approved:

Report to BSC:

**Semester(s):** Fall X Spring  Both \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Other   
 **1. Author:** Erin Wall

**2. Date:** 2/20/19 **3. Email:** erin-wall@redwoods.edu

**4. Briefly describe how your proposal supports the Basic Skills Mission Statement and/or the Basic Skills annual plan:** The BSI/SSSP/SEP Integrated Plan includes supporting the adoption of the Reading Apprenticeship Framework to support student success. In the past there was a RA FIG however the group stopped meeting. Some of us in STEM areas are interested in looking at how to apply RA Framework in our classes.

I have been reading the text, Reading for Understanding, and this semester have been working to establish this framework in my math courses (College Algebra and Contemporary Math). I see a big difference in the level of intellectual curiosity, willingness to take risks, and adoption of mathematical problem solving processes that I have not seen before in all my classes. Many of the examples in the text are focused on ESL, English, and other humanities areas. I can see how some of the activities could work in a math or science class, but others I can’t see as applicable. Taking a course focused entirely on STEM adoption would likely help me see even more ways I can support students’ learning through the RA Framework.

**5. Intended Outcomes (should be specific, measurable targets tied to the** [**basic skills plan**](http://inside.redwoods.edu/basicskills/other.asp) **and/or the basic skills sections of [the CR annual plan](http://inside.redwoods.edu/IPM/documents/2014-15annualplan.pdf)):**

|  |  |
| --- | --- |
| **Intended Outcome (measureable)** | **Relationship to Institutional Plans** |
| One STEM faculty member will participate in the 7-week STEM faculty 101 course | In Integrated Plan |
| This faculty member will be able to provide information and support to other STEM faculty in adopting a RA Framework |  |
|  |  |

**6. Action and Assessment Plan Timeline (specify exactly what you will measure, when and how it will be measured):**

|  |  |  |
| --- | --- | --- |
| **Action** | **How Assessing** | **When Assessing** |
| Participate in the 7-week course 3/18 – 5/5 | Is it done? | May 5th (end of the course) |
| Put forward a Professional Development Proposal for Convocation related to RA in STEM | Proposal submitted and hopefully accepted | August 2019 |
|  |  |  |

**7. Anticipated expenses (attach another page if necessary. Itemize each request and include all related expenses such as taxes, shipping, benefits estimated at 10%). From the dropdown box, select the Chancellor’s Office category that best matches your need:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Request (e.g. staff, materials, tutor, travel)** | **Purpose of Request (e.g. tutoring, counseling, supplies for ESL classes).**  **Itemize travel needs; e.g. transportation, meals, conference fee, etc. Include the number of people travel is intended for).** | **Category (choose from dropdown)** | **Estimated Cost (include taxes, benefits, shipping). Total should match request total.** |
| *Example:* *Travel, 2 people* | *Air fare: $660; Meals: $150; Hotel: 3 nights @ 150 each; taxi: $30 x 2* | *G.3 Professional Development* | *$2580.00* |
| Registration | To participate in the course | Choose an item. | $750 |
|  |  | Choose an item. |  |
|  |  | Choose an item. |  |
|  |  | Choose an item. |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Total** |  |  | **$750** |

**8. a. Have you previously received Basic Skills funding for this project?**   Yes X No

**If yes, indicate what the request was for, and a brief assessment of the results and why you   
 need further funding.**

|  |  |  |
| --- | --- | --- |
| **Request** | **Results** | **Justification for further funding** |
|  |  |  |

**b. Will this request require ongoing funding?**  **Yes**  X **No**

**If yes, how long\*:** Click here to enter text. **Please explain:**  Click here to enter text.

**c. \*Projects that are intended to continue for an indefinite time need to be**

**institutionalized within three (3) years. Define your plan for institutionalization:** Click here to enter text.

**d. Are you receiving or applying for funding from other sources:**  X Ye s ☐ No   
 **If yes, what source(s):** I put in an application for Professional Development funds since it was unclear whether BSI had funds for 2018-19. That has since been cleared up. With BSI funds available now it is unlikely they will fund it unless BSI rejects funding.

**9. a. List all faculty and/or staff involved and/or who are responsible for the project**. Erin Wall

**b. If the request is for temporary staffing, and you know the person’s name, please include  
 it here:** Click here to enter text.

**10. Was this request/will this request be included in your most recent Program Review?**

Yes  No

**10a. If no, why not?** Click here to enter text.

**11. Is technology involved in your proposal?**  Yes  No   
 **If yes, please document the response from tech support**. Click here to enter text.

*(Requests for new technology, facilities, or equipment require consultation with area providing services; contact Steven Roper or Angelina Hill for assistance.)*

***12. I understand that if granted, basic skill funds are to be expended in a manner that predominantly benefits basic skills students. By accepting funding for this project, I agree to provide a* written or oral report *describing how well intended outcomes were met, the results of the assessment and how this information can be used in the future. Projects funded for two semesters will require a mid-year update as well as a report upon completion. Please note: This is a one-time allotment of funds. Any future funding is contingent upon the submissions and granting of a new request and availability of funding.***

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Author Signature (*electronic signature may be affixed)* Date