

Basic Skills Subcommittee

Co-Chairs: Paulette Hopkins and Becky Stephens

October 21, 2019

1:30 p.m. – 2:45 p.m., Rm. N-206

MINUTES

Approved: 11/4/19

Present: Francois Bereaud, Reylyn Cabrera, Dave Clark, Iliana Grijalva, Paulette Hopkins, Stefanie Johnson Shipman (by proxy), Meredith McGill, Ken Reinstein, Becky Stephens, Donnie Tran, Xi Zhang

Absent: David Halttunen, Rosa Finocchiaro (student)

Guests: Adrian Arancibia, Lou Ascione, Nessa Julian

I. Call to Order

The meeting was called to order at 1:31 p.m.

II. Approval of Agenda

MSC (Bereaud/Clark) to approve the agenda as presented.

III. Approval of Minutes from October 7, 2019

MSC (McGill/Grijalva) to approve the minutes of October 7, 2019 as presented. (Abstention-1)

IV. Old Business

A. 2019-2020 Committee Structure Discussion and Process for Change

As a follow-up since the last meeting, Paulette Hopkins informed the committee that Donnie Tran had attended the College Governance Committee meeting on behalf of Becky Stephens. Because of the discussions in recent Collegiality In Action meetings, approval on our proposal was not taken but rather tabled for further inquiry. Becky Stephens indicated she responded to questions and emphasized that changes to this subcommittee could not wait since it would be a violation of AB 705 and Title IX.

The subcommittee members agreed during the Spring 2019 term that they would like to implement this new structure immediately. Stephens indicated she did not receive an update and would be following up with the Academic Senate president.

B. 2019-2020 Basic Skills Coordinator Transition/Application Update

Stephens reported that the changes which the subcommittee proposed were incorporated into the position description. The position description and timeline were reviewed and additional changes made. The deadline for applications will be extended to November 8, 2019; decision changed to December 6, 2019.

MSC (Bereaud/McGill) to accept the revised Basic Skills Coordinator position announcement. Stephens to follow-up with the Academic Senate president for next steps from the Academic Senate perspective.

October 21, 2019

C. Proposals for X-Course Training

Hopkins asked for an update regarding the professional development proposals to facilitate training for faculty who will teach the “X” courses. Bereaud reported that the Math department is still in the discussion stages of trying to get a proposal together. The deadline for proposals is November 4, 2019.

D. Professional Development Application Process

Stephens requested a completed application, supporting documents, and a short paragraph describing the conference/professional development opportunity, how it is related to AB 705 and the teaching of the “X” courses, and how the information will be shared with the college.

She indicated approximately \$8,000 had been set aside for professional development and only \$350 has been expended to date.

V. New Business

A. CGC Update

Same as Old Business, Item IV.A.

B. Professional Development Opportunities and Reports

Subcommittee members offered information on upcoming professional development opportunities:

- Citrus College Open House English and Math Corequisites in Action – October 28, 2019 - Glendora
- MMAP Fall Webinar Series (info distributed at last meeting)
- AB 705 Regional Convenings - October 28, 2019 - San Diego Marriott Mission Valley
- Annual California Acceleration Project (CAP) Conference – February 27-29, 2020 - Sacramento
- 3CSN Equity – September 27, 2019 - Mesa College
- TESOL – Annual Conference, March 31-April 3, Denver
- CATESOL Fall Conference – November 2, 2019 - San Diego, Alliant International University
- Strengthening Student Success Conference – October 9 - 11, 2019 - Burlingame
- AMATYC – November 14 – 17, 2019 – Milwaukee
- CMC³ Fall 2019 Conference – December 6 – 7, 2019 - Monterey

VI. Other

ASC Tutoring/SI Support – Julian stated the Supplemental Instruction (SI) budget and the tutors’ schedules has been reviewed in order to determine funding and staffing for the Spring 2020 term in the ASC and Math Lab. Tran has been reaching out to the current SI Tutors to determine continued availability to work. The SI-to-student ratio had also been discussed.

Stephens highlighted the importance of starting the SI hiring process as soon as possible to secure staff for the following terms.

VII. Adjournment

MSC (Bereaud/Clark) to adjourn the meeting at 2:12 pm.

Jennifer Ock/Carol Sampaga

Office of Instruction