BASIC SKILLS ADVISORY GROUP VENTURA COLLEGE

MEETING MINUTES

Monday, March 5, 2018 3:45 -4:45 p.m.

LRC 125

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| Members in Attendance | | | | |
| Jenna Garcia | Faculty |  | Karen Harrison | Faculty |
| Heather Aguailar | Faculty |  | Eric Martinson | Faculty |
| Jack Bennett | Faculty |  | Erica Ruiz | Faculty |
| Guests | | | | |
| Cynthia Salas | Student Representation |  |  |  |

\*\*Start time: 3:50pm

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| Agenda Item | Discussion Notes | Action |
| Extra Meeting to Review and Rank RFPs (March 12) | Meeting taking place @3:45pm  We will rank our recommendations that we will send to Student Success Committee  Rubric from Philip Clinton  Discussing each department’s RFP | Jack and Lynn will send an email whether or not to send ranking ahead of time |
| AB 705 Updates (Eric and Jack) | Tabled for April |  |
| Update on Presentation at Counselor’s Department Meeting (Eric, Jack and Erica) | Tabled for April |  |
| Preliminary Review of RFPs for the Basic Skills Advisory Group | Jenna Garcia: Professional Development BS Topics  $30,000 conference attendance, trainings for English & Math Faculty  -General due to the fact, we don’t know yet what we need  -Cynthia asked how to monitor objective met & how will classified be involved.  -Evaluate on a monthly basis, maybe create a sub-committee  -Comparable of what we have asked in the past  -Open to adding qualitative and quantitative data  -Curriculum, Support Services: Mindset Change/re-envisioning  Erica & Cynthia: Math Boot Camp  -Counseling/ Outreach/ Math Department/ Assessment/ Tutoring Center  -Instructors teaching are hand chosen  -Instructors can hand choose student tutoring support: embedded into the class  -Study Skills 🡪 Boot Camp 🡪 Tutoring  -Institutionalize as a Non-Credit Course  Jack may have an available shell  -Counselors will monitor that students are completing the sequence  -Catching those students on academic probation  -Themes to the Boot Camps 🡪 STEM / Non-STEM  $20,000-40,000  -Book set would be given to the Math department for students to use annually for Boot Camp  -Outreach and Orientation component  -Assessment 🡪 Self-placement (Math only)  Karen: ESL Program Support  -Recruitment  -Marketing (Non-Credit)  -Events in Santa Paula  -Certificate Program  Stackable & Non-Credit  -Transportation (ASC)  -Class set books  Eric: Writing Tutors in the BEACH V02/V03  -Basic Skills courses will now need more support  -Reach students where they are, the writing portion of the class  -Make tutoring as accessible  -Building relationships between faculty/tutors  -Data: 6 contacts with SI 🡪 student more successful  -Cynthia’s concern: Why not bring back SI  Eric: Supplemental Support & Launch Pad for BS Writers  -Online resource to support students, Burlington English, etc.  -Grammar/Reading tool embedded/site licenses, quote pending  -Proposed funding, same as last year  Jack: Calculators for PreStats Class  -Prealgebra 🡪 Stats ready 68% success rate  -PreStats class 89% on first test average  -In need of uniform technology in the classroom  -3 class sets of scientific calculators  -$2,000  -Erica’s concern: Class becoming more popular, should we order more?  -Instructor will house class calculators | Karen will revise her RFP-after making sure it was correctly submitted |
| Pi Day Social with Counselor’s: 3/14 | Tabled for April |  |
| High School Connections Dinner: Tuesday, 4/17,  530-730pm | Tabled for April |  |

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| **Next Meetings** |
| Monday, March 12, 2018(emergency meeting) & Monday, April 2, 2018 |