BASIC SKILLS ADVISORY GROUP MEETING MINUTES VENTURA COLLEGE

Monday, October 2, 2017

3:30 – 4:30 p.m.

LRC 125

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|  Members |
| William Hart  | Title V - Velocidad |  | Lynn Wright | Administrator - Dean |
| Lydia Morales  | Faculty – President |  | Jennifer Garcia  | Faculty |
| Heather Aguailar  | Faculty |  | Victoria Nielsen  | Classified |
| Jack Bennett  | Faculty |  | Erica Ruiz  | Faculty  |
| Saliha Sha  | Faculty |  | Cynthia Salas  | Classified |
| Eric Martinsen  | Faculty |  |  |  |
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| **Agenda Item** | **Discussion Notes** |
| Call to Order  | 3:32pm |
| Public Comments | No public comments |
| Review of Minutes: Monday, September 11, 2017 | No annotations  |
| Budget Review | * Tutoring: Developmental math and English as well as ESL
* Textbooks: Textbook lending program (developmental math) and classroom sets (ESL)
* Non-Instructional Assignments for faculty: Develop instructional support learning activities for ESL and developmental math and English (activities for PALS plus creation of noncredit supplemental courses)
* Professional Learning: Conference attendance (math, English, ESL)
* Site licenses for learning support/enhancement: Reading Plus, Inspiration

2016-2017 ExpendituresTutoring/PALS: $42,000Non-instructional assignments (ESL): $4,700Instructional Materials & Equipment: $23,000 (Reading Plus, Inspiration, ESL  noncredit textbooks)Conference Travel: $15,500 |
| Budget Building Process: On-going Expenditures | **English*** Tutoring
* Professional Development (4C’s, etc.)
* Site license for Reading Plus
* \*Proposed\* Integrated Writing Consultants (Writing Center/tutoring)—estimated cost: $13,000 (annually)

**English-as-a-Second-Language and English for Multilinguals*** Non-instructional Assignments for faculty: Developed noncredit ESL courses plus assessment and recruitment for new noncredit program
* Classroom textbook sets for noncredit and credit courses
* Tutoring in the ESL/EngM Center
* Professional Development (TESOL, etc.)

**Math*** Tutoring
* Non-instructional Assignments for faculty: Developed learning activities for instructional support (tutoring/PALS)
* Textbooks: Math V10 & V01 books for Textbook Lending Program
* Professional Development: Conference attendance (AMATYC, etc.)
* \*Proposed\* Textbooks for new Pre-Stats course (for Textbook Lending Program)—estimated cost: $4,000 (one-time)
* \*Proposed\* Site License for online supplemental math support/possible noncredit class—cost unknown at the moment
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| Budget Building Process: Proposals | English Proposal: * Tutor Available during lab section of ENGL class and would stay until the next lab class comes to the BEACH
* Student would be enrolled in IDS N100
* $600/section & $5,500/9 sections (spring)
* Collect apportionment

Tutoring Live: equipment, Lynn will find other funds to allocate to thisNot being computer literate is not considered by legislation to be BS (more of Equity)Encouraging Portfolio in Adjunct Faculty * Lynn suggests it be Professional Development
* Eric asks for them to be Professional Experts to ‘Research’
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| AB 705: What it is and implications for VC (Eric & Jack) | Did not have time to discuss (asked to review). |
| Adjournment | 4:26pm |
| **Future Meetings** | **November 6 & December 4** |