

IMPERIAL VALLEY COLLEGE
Basic Skills Committee Meeting Minutes
Tuesday, April 10, 2018, 1:00 p.m.
Room 2727

Mission: The Basic Skills Committee was created by an agreement between the President/Superintendent and the Academic Senate of Imperial Valley College to oversee the implementation of the statewide Basic Skills Initiative, which provides a budget and a regional support system for improving student success in ESL and the basic skills areas of Math, Reading and Writing. The mission of the Basic Skills Committee, however, extends beyond the Initiative. It serves as the voice for ESL and basic skills students throughout the campus: providing recommendations to the Academic Senate on issues related to ESL and basic skills; increasing awareness across the college for the needs of ESL and basic skills students; and promoting high impact practices for student success.

Attendees ✓			Guest
Zhong Hu ✓	Judy Cormier ✓	Allyn Leon ✓	
Sydney Rice ✓	Nancy Lay ✓	Gordon Bailey ✓	
Audrey Morris ✓	Russell Lavery	Ed Scheuerell ✓	
Michael Heumann ✓	Mardjan Shokoufi ✓	Norma Nuñez	
Recorder: Martha Navarro			

A. Call to Order – Audrey Morris

Audrey Morris called the meeting of the Imperial Valley College Basic Skills Committee to order at 1:05 p.m. on Tuesday, April 10, 2018

B. Review and Approval of Minutes, March 6, 2018

M/S/C Allyn Leon / Michael Heumann to approve the minutes of March 6, 2018.

C. Action Items

1. Professional Development Funds Request (Audrey Morris)

- Audrey presented her request to attend a one-day showcase on “Growth Mindset and Habits of Mind Practices and Programs” on Friday, April 27 at Mira Costa college. She explained that this showcase will focus on the affective domain and how it affects student success. By attending, they’ll be able to gather new ideas and knowledge about classroom practices that are correlated with success and get the tools they need to implement these practices into their classrooms, share information with other instructors and increase student success.
- There are currently 3 faculty members going. Her proposal included the travel expenses. She’ll be presenting her proposal at the next Integrated Committee meeting for the final vote.

*RT Mileage Imperial to Oceanside (298 miles x .545) \$162.41 *1 night/3 faculty \$268.02 (\$89.34 rate)
 *Breakfast/3 faculty \$21. **TOTAL=\$451.43**

M/S/C Mardjan Shokoufi / Sydney Rice to approve three faculty members to attend a showcase on Growth Mindset and Habits of Mind Practices and Programs.

- Audrey will also request funds to attend the Online Teaching Conference. She stated that she will be looking on how to increase student engagement and social presence in online classes and help students with basic skills needs get extra help within online classes. Audrey added that she wants to improve things in her online English 110 class, which may

be opened to the whole state this fall. Gordon suggested including him and anyone else interested in the committee, to be in her canvas class as observers to see how she'll create her online class with the new information she'll be receiving. Audrey agreed.

- The cost to attend is \$1200 per attendee. This includes hotel, registration and some meals. The conference will be held in Anaheim on June 18-20, 2018. Audrey notified members that if they're interested in attending, to let Mabel Vargas know by Friday, April 13. Sydney stated that she may be able to attend.
- Audrey stated that there is one more request that wasn't on the agenda and that is purchasing wheels for the computer carts. Audrey will check on prices.

M/S/C Mardjan Shokoufi / Allyn Leon to approve two faculty members to attend the Online Teaching conference

2. Professional Development Funds Request (Sydney Rice)

- Sydney discussed the yearly TESOL Advocacy conference. She explained the importance to attend because this is the time for advocates to receive updates on changes in federal law affecting education, funding and to further trained on advocacy at state and federal levels.
- Sydney is requesting \$1,495 plus meals to attend the TESOL Advocacy and Policy Summit. She'll be requesting \$400 from the ALLS division. The conference will be held in Washington, D.C this June 2018. The hotel will be paid by CATESOL She distribute the amount breakdown:

*Registration \$225.00 (4/8/18) *Flight \$850.00 (San Diego to Washington, D.C.)
*RT Mileage to San Diego (422 X .545) \$300 *Parking \$70 (June 17-21) *Meals TBA
*Other Transportation (taxi/subway in D.C.) \$50.00. **TOTAL \$1495 + meals**

M/S/C Zhong Hu / Allyn Leon to approve \$1100-\$1300 for Sydney to attend the TESOL Advocacy and Policy Summit in Washington, D.C.

D. Reports

1. Finances (Audrey Morris)

- Audrey reminded members that the \$6000 left are due to the state re-adjusting the budgets, therefore, Basic Skills was given more funds than expected. After deducting the latest requests, the approximate balance remaining will be \$1900. She added that it should be fine if they go over budget. She also stated that for next year, after budgeting for embedded tutors, Zhong Hu's salary and everything else, they will have \$100,000.

2. Integrated Committee Meeting, March 14, 2018 (Audrey Morris)

- The members agreed for Audrey to present requests individually instead of combining the amounts to the Integrated Committee. Audrey will notify the Integrated Committee that these requests were discussed by the Basic Skills committee members.
- Audrey shared that at the last Integrated Committee meeting, they asked Basic Skills, Student Success and Student Equity, if they can donate \$10,000 towards professional development that is being planned for the entire college. Audrey stated that she agreed, since they still have \$100,000 in the Basic Skills budget. Michael added that Basic Skills will eventually have more funds after all three budgets are combined into one. Audrey stated that there's a possibility that by July 1, the college will receive all the funding together. Audrey has not been informed if Basic Skills funds will still be spent on Basic Skills students after all the funding is combined.

3. AB 705 “Guidance” (Audrey Morris)

- Audrey discussed the Guidance language on how to interpret the bill. She stated that the bill states that students have to take a transfer level course within one year but the guidance states that they want students to start with a transfer level course. The members discussed their concerns about the bill, such as students that need help and left without time and help or students placed in a transfer level courses. Such as students that need help and left without time and help.
- Sydney explained that although Mesa college allows students to self-place lower within their placement system, they cannot tell a student to take a non-credit course. Their intent is to get as many students into transfer level courses. The members discussed their concerns for students that need help and are put into transfer level courses. Audrey stated that it’s not clear if students will be able to take one remedial course and if these courses can be offered.

Discussion

1. The Future of Basic Skills: Strategic Plan and Mission Statement (Audrey Morris)

- Audrey shared information on the meeting she and Michael had with Dr. Martha Garcia and Dr. Jaime. Audrey explained to them the reasons they would like to remain a standing committee of the Senate.
- Audrey stated that Dr. Garcia suggested a slight change to the Basic Skills mission statement. Audrey read the revised mission statement. They also suggested for Audrey to take a strategic plan to the Academic Senate meeting. Audrey stated that she’s currently working on it and only has a draft copy. She briefly discussed some of the information on the plan, like the integrated and institutional goals for the college and its objectives. She’ll be sending a copy of the completed strategic plan to the Basic Skills Committee members.

2. Basic Skills Senate Resolution (Audrey Morris)

- Audrey distribute a draft copy of the of the resolution. The resolution is for the Basic Skills committee to be re-established as a standing committee of the Academic Senate starting fall 2018. She read a few statements on the resolution, like the year the Basic Skills Committee was established, which all members agreed that it was in 2006. She requested input from the members. The Basic Skills committee will vote on the resolution at the next Basic Skills meeting, which is scheduled for May 1st, before taking it to the next Academic Senate meeting on May 16 for the final vote.

E. For the Good of the Order

F. Next Meeting: May 1, 2018

I. Adjournment: Meeting was adjourned at 1:50pm