

LAS POSITAS COLLEGE  
BASIC SKILLS COMMITTEE (BaSk)

April 27, 2015 Room 2411A

*Minutes*

*Attendance: Paula, Jennie, Jonathan, Heike, Rajinder, Barbara M, Frances, Angella, Amanda, Brandon (Student Rep)*

- 1) Welcome and introductions (No Introduction needed)
- 2) Approval of agenda and minutes

*Jennie Motioned to approved and Brandon Seconded.*

- 3) Questions From Karen Spirn via an e-mail

- 1) How has the college supported students in persisting through the basic skills sequence this year (2014-15)? *Math Jam, Embedded Counseling in Math 55, Tutors specifically for Math X. English has their accelerated class (104W) through a grant. ESL attempted to clarify language for guiding students to appropriate assessment, they are hosting their third open house for the community (originally part of AB86), they have ESL tutors in the tutorial center, they visit all of their classes to give them insight into what their educational path should be (role of a counselor), they have prereq challenge procedures to handle placement in lieu of reassessing...however these were not done through the college, but through the ESL department.*
- 2) What obstacles have prevented the college from helping students persist? *Still not very good at how to integrate the different areas of the college. Communication between departments is not very clear. Example from Jonathan: Each department operates in vacuums...Jonathan has never once been approached by anyone in academic services about solving an issue. Also, trying to sort out how to get a book order submitted and paid for. Bigger picture might be that the issue with BaSk getting things put through is that it needs the support of the college, but the communication is negligible. Example 2: Most communication and collaboration is a "grass roots" project. As shown by getting the collaboration between the counseling and English/Math for embedded counseling. Nothing was top down, so the processes are so loose. The college needs less turn over in administrators so that the communication can be worthwhile.*

- *The administrators are all exhausted.*
- *Institutional effectiveness needs to be more effective.*
- *BaSk should be consulted more on college planning in order to focus on those classes. Example: Why is there such interest in Math Jam? What is it about what we're offering in our math classes that is not helping the students succeed such that they need this additional program?*
- *There need to be bigger conversations like the charette.*
- *ESL gave an example of having to cut classes due to funding.*
- 3) What kinds of support for basic skills students would you like to see in the future? *Marketing for ESL. Administrative support, Instructional assistance, more FTEF in order to offer more class. Frances would like clarification on how to get funding for certain programs. It needs to be spelled out somewhere who is the person to talk to about about project x y or z. How do we get programs and new practices institutionalized?*
- *Outreach for students in a hard family life.*
- 4) To what extent would increased support for campus tutorial services be of use to basic skills students? *Barbara and Paula feel there needs to be a full time person involved in the tutorial center. They are working beyond full capacity.*
- *Jonathan wants an exit survey for students to see why it was they dropped a class. Was it truly the material in the course or was it life? He is not sure if more help with tutorial would really help his program. He would need more life supports for his students.*
- 5) Is there anything else you'd like to tell the IPC about basic skills as a planning priority? *Barbara wonders how do we graduate from a committee to a program. This way there is a direct pathway to go from point A to point B...to many hands in the pot.*

4)Coordinator's report: Chancellor's office updates and BSI Coordinator meeting highlights.

ESL and the 320 Report (implications for Math 55)

- *3% of the population is not reporting correctly.*
- *Math 55 is not considered BaSk so we should not be spending money on it.*
- *Barbara says that this committee is not supplanting tutoring. Tutorial is paid for out of the general fund. BaSk was paying for enhancements.*

Math Jam at Pasadena College (First Year Pathways Program)

- *Started out like LPC, but now they've identified it as applicable for first year students and it is institutionalized. The president of the college and top down made it a priority to get that institutionalized.*

End of year reporting

- *Paula sent out an update email to interested parties and shared that email with the committee.*

#### 5) Basic Skills Discipline Reports:

*ESL - Hosting an open house for ESL. Jonathan has already done marketing for it. May 8th.*

*Math - Math Jam Request (Email from Kristy is below)- Note: BaSk can pay for food if we bill it as marketing. Paula will send us a budget update so we can make a decision about it.*

*Barbara wants to encourage an upper limit. Paula wants us to think about a target audience. Perhaps consider changing the enrollment time period. The question needs to be asked: Who is Math Jam for? Brandon wonders if the high schools got enough coverage for selling it. Jennie and Heike believe that they were made aware.*

*Counseling - Registration is underway.*

*Library - Frances shared that she feels the librarians need to work with ESL on research. A kind of scaffolding to help with the projects and building on the previous semester.*

*Students - Brandon would like to add a mid-term prep to pass tutoring session. Barbara feels it would be hard to thing to do since everyone gives*

*midterms at a different time. Paula adds that this might be a good idea for workshops to help students learn how to study.*

6) Ways to market ESL program.

*- Jonathan says they are doing alright for now. Don was very helpful in getting the press release done for the open house. He wants to work more with counseling to collaborate for student support concerning their group counseling sessions.*

7) Budget update.

- Paula does not have one yet. However, if for some reason we haven't spent all our money, is there anything that should be added?*
- Kristy is going to pre-order things for math jam.*
- Jonathan is getting his books.*
- Conferences*
- Training in Growth Mindset (Paula, Angella, and Kristy are doing this)*

8) Ideas for next year funding priorities

- Barbara can work with Pauline to get a realistic budget for how much support the Tutorial center needs.*
- Angella brought up a couple of ideas for math success (she is sending the articles to Jennie).*

9) Discussion of possible qualitative survey for students in basic skills classes.

- Paula wants a survey for the beginning of the semester to determine first time vs second time. Ask questions regarding what their plans are to succeed.*
- What we want to get out of it: We want feedback about certain issue to potentially create professional development.*

10) Good of the order

11) Adjournment. Have a restful summer.

Hello Ladies.

Please let the committee know that registration for the Fall Math Jam is now full due to huge demand. Students are encouraged to still visit [www.laspositacollege.edu/mathjam](http://www.laspositacollege.edu/mathjam) to be added to the waitlist.

Here are the most recent numbers for you to share with the committee today:

#### Registration Totals

Math 107	20
Math 65	31
Math 55	31
Math 40	16
Math 38/20	32
Total	130

#### Additional Reserved Seats

Project Gateway in July 25

Incoming  
Freshman 20

**Total Fall Math  
Jam  
Registration 175**

#### **Budget Concerns/Facts**

BaSk Paid around \$5,000 per level of Math Jam in January –the cost of the Math Jam 1: PreAlgebra and Math Jam 2: Algebra. This was a total of \$10,000.

**For Fall Math Jam, I am hoping to receive around \$20,000 from the BaSk Committee and around this same amount for the January 2016 Math Jam too!**

It is my hope that CTE funds will again match the BaSk contribution to pay for Math Jam 3: Statistics and Math Jam 4: Trig/Pre-Calculus

Additional Funding for Fall Math Jam:

Diana Rodriquez has agreed to cover all lunch costs.

I will be approaching ASLPC to see if we can get additional funding for snacks.

I will also be approaching the Foundation to see if they can help by purchasing water bottles and headphones, which will help with our beverage costs.