



BASIC SKILLS COMMITTEE

Agenda

Tuesday, January 24, 2012

3:00-4:30pm

Building 3- Room 104

	Agenda Item	Presenter	Time Allotted
I.	<p style="text-align: center;">Division Updates: ESL</p> <p>Jeanne Gross and Michael Hoffman (Math) took a Reading Apprenticeship online training and are going to a Reading Apprentice conference Thursday and Friday February 2-3 in Oakland. If interested, send an information request to Jeanne. These programs are of use across the curriculum, not just for Reading teachers.</p> <p>Anniqua Rana will be going Thursday to an ALLIES Long Beach to attend an adult education conference and present on the work Jenny Castello has been doing. Relatedly, Jenny will presenting to a group of Silicon Valley executives to try to get more money for related projects. Linda Haley got \$90,000 from this group. Both Jenny and Anniqua will be presenting at CATESOL in April and have requested funding from professional development and basic skills.</p> <p>REQUIREMENT THAT IS DRIVING Students OUT OF BASIC SKILLS CLASSES</p> <p>During the Fall 2011 semester, a new requirement was put in place that students complete 3-hour orientations in order to register. This requirement seems to have contributed to having to cancel all Level 1 ESL on campus this semester. Ps have passed out multiple authorization codes to try to make it possible for them to register. The orientations are from 9-12 and from 4-7 on campus, at a different time from placement tests. They are rethinking it in Student Services. This also may have been the reason that several 826 classes were canceled. This orientation is for brand new students; returning Ss do not have to do it. It must be done in person.</p> <p>Because of this, the ESL department would like the Basic Skills committee to grant \$1000 for an ESL faculty to create 16 lessons the first two days of every ESL class will be orientations with different materials for the 4 different</p>	Anniqua/ Jenny	20 min

levels and the 2 different skills categories. This way the ESL students will be exempt from the requirement. Sheila Lau will come to the February ESL meeting; she is open to this plan. Still need administrative OK.

This is a bigger problem than just ESL; it reduced the size and number of ENGL 826 Ss as well. We need to get this changed, and in the interim, we need to make sure that all faculty know about it.

We should invite Sheila Lau, Kim Lopez, and Robin Richards to a special meeting and tell them how we feel about this and present solutions to this problem such as Online orientations, in-person orientations immediately following placement tests, one-hour orientations after placement tests and then two hours online, orientations in first two day of class. College Success students should be waived automatically

NEXT STEPS

Plan a meeting with Robin, Sheila, and Kim to discuss the orientations. Discuss scheduling to ensure students enroll in all the classes

English/Reading

Yolanda Valenzuela, Salumeh Eslamieh, and Elizabeth Terzakis applied for funds from Professional Development and Basic Skills to attend the CCCC in St. Louis in March 21-24 and are waiting to hear if they have been approved.

Salumeh/
Elizabeth

WordJAM 42 responded and 26 students enrolled Separated transfer, basic skills, and ESL (about 10 ESL students who were further divided). All positive responses. Second round completed and planned again for August

- Basic skills wanted to retake the placement test. One at 826 tested into 100
- Some ESL students moved into the next level.
- DATA needed about
- Some students didn't want to take the Word JAM
- T-shirts like math jam needed
- Grant needed to pay for everything

Coordination of WordJAM is needed. Request duplication of coordinator responsibility by Math JAM. Discuss how details need to be planned for a summer like including WordJam in the Summer programs-Chris Woo might help. Ask Janet for details about grants. Another resource <http://foundationcenter.org/>

Math

Math JAM Feedback: Evening was covered. Six hours during the day and evening had only 3 hours . Maybe they could come in Saturday to take the placement test. Day attendance over 100. Evening attendance.

Denise

Other

	<p>History: Alison Field and Kiran Malavade will present on their Learning Community at CIETL in February or March.</p> <p>Caitlin Escobar is organizing a panel that will allow students to talk about what they don't know and what they need to know to succeed.</p>		
II .	<p>Review of budget and follow up from retreat held in November</p> <p>Counselors needed to support needs in basic skills and ESL. Bob Haick to be contacted</p> <ul style="list-style-type: none"> • Follow-up about writing coordinator • Hiring justification completed by Rita in case there is funding for a Writing Lab Coordinator • Rita will send out the job description 	Open discussion	30 min
II I.	<p>Professional Development Needs</p> <p>Paul Downs? Kathleen Gabriel? Digital storytelling? Perhaps an event on the March 9th flex day? We could make an event that is attractive to faculty and students to get the engaged in Basic Skills in a positive way. If you have ideas that you would like CIETL to organize around for the March 9th flex day, please give information to Anniqua. We should have our own retreat/afternoon and not try to have it on flex day.</p>	Open discussion	15 min
II I.	<p>Plan for Basic Skills and ESL Students</p>	Open Discussion	25 min
			TOTAL: 90 min

Next Meeting: Tuesday, February 21st
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3:00-4:30