## IMPERIAL VALLEY COLLEGE

# Basic Skills Committee Wednesday, October 23, 2013 1:30 p.m. Room 1704

**Mission**: The mission of the Basic Skills Committee for Imperial Valley College is to find ways to increase student success and retention rates in basic skills classes involving reading, writing, ESL, and math; to increase student skill levels in these areas so that students are better prepared for their academic and career goals; to provide training for IVC instructors so that they can better understand and teach basic skills students; and to generally support best practices to achieve these ends.

Attendees √	Guests
Frank Rapp √	Brian McNeece
Jill Nelipovich √	Terry Norris
Betsy Riehle √	
Caroline Bennett √	
David Zielinski √	
Ed Scheuerell	
Ed Wells	
James Patterson	
Leticia Pastrana	
Nancy Lay √	
Norma Nunez√	
Russell Lavery √	

### Recorder: Martha Navarro

A. Call to Order—Frank Rapp, Basic Skills Coordinator & Jill Nelipovich, Basic Skills Co-Coordinators.

Frank Rapp called the meeting of the Imperial Valley College Basic Skills Committee to order at 1:35p.m.

- B. Review and Approval of Minutes, August 28, 2013 and September 25, 2013 M/S/C David Zielinski/Russell Lavery
- C. Reports
  - 1. 2013-2014 Basic Skills Report
    - Frank submitted the 2013-2014 Basic Skills report to the state. He noted that the report has the same goals referenced on last year's Basic Skills report.
    - > Betsy asked whether or not the early alert program met its goals.
    - Norma notified members that there is a new program to track students who are failing. The program is called "Starfish." Norma states that it's faster and easier to track students.
    - ➤ Jill stated that there was a net loss of \$2000 this past year. She asked the members to think what amount they should save to carry over.
    - 2. Strengthening Student Success Conference
      - ➤ Jill gave a brief summary on the student success conference she recently attended. Some of the topics were:

- Lengthening the placement levels to shorten the math sequence path three-level to six-level math placement system;
- Developmental Math Re-design for students that placed below beginning Algebra;
- Fall 2012 Promised Pathways-Predictive placement model. Working with local high schools in math and English placement; and
- State moving towards a common assessment.

# D. Update on Previous Discussion Items

# 1. Online Tutoring Program

- The committee had more questions on the online tutoring program. For instance, how frequent, cost, how many hours per week, rate per tutor and if tutors need a degree or to be in a certain level of math or English.
- Frank replied that it's five hours per week. He suggested training three tutors to start with.
- > Brian stated that each tutor would cost \$540.
- > David asked if there was an online tutoring report at IVC.
- ➤ Brian stated that it would be a good idea to pilot an embedded tutoring program but would need more online tutoring data.
- > Jill suggested taking a poll to see if students would take online tutoring.
- ➤ Brian also stated that the Mexican Consulate will proved \$4500 for adult education, literacy and instructional support for basic skills, ESL and/or career technical education programs. Brian added that the \$4500 will be divided between Economics/Workforce Development (EWD) and Arts/Letters & Learning Services (ALLS). The funds are to pay for tutors. The \$2250 that the ALLS division receives will pay for three tutors for English 9 classes.
- ➤ Jill suggested an embedded tutor for Math, English and ESL. Norma suggested having a study session outside the class.

## E. New Discussion

### 1. POST/CTE

#### F. Action Items

# M/S/C (David Zielinski/Carolyn Bennett) to amend the Basic Skills Committee composition to read as follows:

Committee is composed of the following voting members: Basic Skills Coordinator, Faculty Representative from Math, Faculty Representative form reading, Faculty Representative from writing, Faculty Representative from ESL, Faculty Representative from Career Technical, Faculty Representative from a non-basic skills discipline, Representative from counselling, English Department Chair, Math Department Chair, ESL Department Chair, VP of Academic Services. All meetings are open to any other faculty who wishes to participate as a non-voting member.

## G. Other

- H. Next Meeting: November 27, 2013, 1:30 p.m., 1704
- I. Adjournment
  The meeting was adjourned at 1:35pm.