

IMPERIAL VALLEY COLLEGE
Basic Skills Committee Special Meeting
Monday, December 08, 2014 1:00 p.m.
Room 2727

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
Allyn Leon ✓	Sydney Rice
Caroline Bennett ✓	Tina Aguirre
David Zielinski ✓	Trini Arguelles
Ed Scheuerell ✓	
Ed Wells	
Jill Nelipovich ✓	
Kathleen Dorantes ✓	
Mardjan Shokoufi ✓	
Nancy Lay ✓	
Norma Nuñez	
Russell Lavery ✓	
Terry Norris ✓	

Recorder: Martha Navarro

A. Call to Order - Jill Nelipovich

Jill Nelipovich called the special meeting of the Imperial Valley College Basic Skills Committee to order at 1:05 p.m. on Monday, December 08, 2014.

B. Review and Approval of Minutes, November 17, 2014 and December 08, 2014

C. Reports

1. Basic Skills Budget

- Jill went over the Basic Skills budget. The current budget is \$68,524.00. There are \$6000 in travel funds. Jill went over some of the approved fund requests:
 - ESL 5 Bridge Program, submitted by Kathleen Dorantes - \$23,500
 - Bridge for Success Program, submitted by Mardjan Shokoufi and Norma Nuñez - \$6500
 - Embedded Tutor Program for fall 2014 and spring 2015, submitted by Terry Norris - \$15,000

The approved funds listed above need to be reduced from the current budget. Jill stated that after reducing these amounts, the available funds will be between \$16,000 and \$19,000 and must be spent by June 30, 2015.

Jill stated that Norma Nava in DSPS, sent an email requesting funds. Her tutoring program has decreased and they had to spend more money on hiring translators to assist hearing impaired DSPS students.

D. Update on Previous Discussion Items

E. New Discussion

F. Action Items

1. Funding for Introduction to Reading Apprenticeship January 5, 2015 (Jill Nelipovich)
 - Jill is requesting hospitality funds to provide lunch for attendees at the Reading Apprenticeship workshop scheduled for January 5, 2015.

M/S/C Allyn Leon/Kathleen Dorantes to approve the amount of \$500 to be use towards hospitality.

2. TESOL funding (Sydney Rice)

- Sydney gave a brief presentation on the TESOL (Teachers in English of Other Languages) conference. TESOL is a national conference that is held once a year and all colleges at national level may attend. They focus on Language acquisition and language learning, which is different than developmental education, which focuses on information and skills for students to succeed in college. Sydney states that our students have the skills but need the language and words to go into the classes and go on academically
- She explained the difference between a national conferences and state conferences.
 - At a state conference, topics such as AB 86 or changes that are happening in California are discussed.
 - At a TESOL conference, attendees see where all the research is being done and are able to meet and speak with people that are important in the field and have applied the foundation of what they do.
- She distribute a list of keynotes and content of the topics that will be discussed at the conference. One of the workshops that Sydney will be attending is on Adult Education. Some of the topics will be on:
 - Language Standards: One Framework and its Impact on Adult ESL
 - Support and Supervision in a Noncredit TESOL Program
 - Removing Pronunciation Barriers for Adult Learners.

M/S/C Kathleen Dorantes/Allyn Leon to approve and fund Sydney Rice to attend the TESOL conference held in Toronto, Canada. Funds not to exceed \$3100.

3. Directed Math Assessment (Russell Lavery & Jill Nelipovich)

- Jill distribute a report that included success and completion rates on math courses that were offered in fall 2013 and spring 2014. She explained the success and completion rates on the report.
- Jill briefly discussed the Student Success conference she attended. One of the workshops she attended was on finding ways to help CTE students.
- Although Physical Science is not a basic skills course, Jill explained that students taking physical science 110 struggle with the basic math, which is part of the class. Jill added that she and Russell Lavery would like to create a math direct assessment that would focus on four major areas: Mechanics, Wave & Light, Thermal Dynamics and Electricity. Eric Lehtonen would work on the math aspect and Russell Lavery will work on the physical science aspect.

- In this program, students would go to the math lab. Some members have concerns, since there are not enough tutors to help a large group of students. Russell stated that students would only be attending four times in one semester. Mardjan suggested allocating some funds to hire a tutor to specifically assist students in the Direct Math Assessment Program. Jill will need to make calculations first to see if she can find money to hire an additional tutor. The motion was tabled. If there are funds to hire an additional tutor is, Jill asked the members if an electronic vote can be done. The members agreed.

M/S/C Allyn Leon/Kathleen Dorantes to approve the Directed Math Assessment.

4. Embedded Tutoring (Terry Norris)

- Jill sent out an amended agenda prior to today's meeting reflecting Terry's embedded tutor request. The amended agenda did not reach the members before the meeting. Jill is requesting to add Terry's request on today's agenda.
- Terry is requesting \$1929.00 for the Embedded Tutor Program. The funds requested are for two classes (English and Math) that will be offered during the winter 2015 session. Some of the members had questions on the amount Terry is requesting. Terry explained that some of the funds will possibly be used to purchase books for tutors and/or instructors.

M/S/C Allyn Leon /Kathleen Dorantes to add Terry Norris' Embedded Tutor request for the 2015 winter session on today's agenda. The motion carried. The item was tabled and will be submitted for an electronic vote.

G Other

H. Next Meeting: March 2, 2015

I. Adjournment

M/S/C Kathleen Dorantes / Nancy Lay to adjourn the Basic Skills Committee meeting at 1:30 p.m.