

IMPERIAL VALLEY COLLEGE
Basic Skills Committee Meeting
Tuesday, December 01, 2015 12:50 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 ✓		Absent	Guest
Allyn Leon	Norma Nuñez	Ed Scheuerell	Josue Verduzco
Gordon Bailey	Roberta Bemis	Mardjan Shokoufi	Dr. Ashok Naimpally
Jill Nelipovich	Russell Lavery	Kathleen Dorantes	David Zielinski
Sydney Rice	Terry Norris	Nancy Lay	
		Zhong Hu	

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 1:00 p.m. on Tuesday, December 01, 2015.

B. Review and Approval of Minutes, November 03, 2015

M/S/C Allyn Leon/Zhong Hu to approve the minutes of November 03, 2015

C. Reports

a. AB 86

- Sydney Rice reported back after attending the AB86 Summit, now called Adult Ed Block Grant. She was the only faculty representative that attended as well as Martha Garcia, who originally wrote the grant. Most of the attendees were from an Adult Education school or County Library. Sydney explained that it's significantly worth attending in order to understand the Block grant. The Block grant only focuses on Adult Education and non-credit. The Grant was designed to create a pathways for students to achieve their goals in education. It also looks at pathways to assess students from Adult Education.
- Sydney explained that non-credit and adult education courses have been reduced and the funds will be used for other programs. AB86 gave back funds to schools that had lost them.. The funds were divided and given to other districts to maintain the program. IVC received \$23,000 of those funds. David will check what needs to be done with the \$23,000 received. Sydney suggested creating ESL credit classes to mirror what goes on in Adult Education.

b. CalADE

- Jill stated that the CalADE conference she attended was to prepare for the NADE 2016 conference. Jill was able to stay two days.

A planning meeting for the conference was set. Jill stated that it's a good idea to have the planning meeting before the Research and Planning conference.

D. Update on Previous Discussion Items

E. New Discussion

a. Embedded Tutor Program

- Josue Verduzco presented a revised Embedded Tutor Program request. Josue made some revisions to the original request to reflect faculty salaries. After revising the original request, the amount was reduced to \$61,232.72. Josue asked the Basic Skills Committee how much they are able to fund. He added that the Student Equity Committee agreed to fund but a specific amount was not provided. Jose stated that this would be a good opportunity to invest in a higher level of tutoring and Embedded Tutor program.
- Josue was able to find faculty for 12 English classes, 19 for math and 7 for ESL. Josue stated that three tutors with a Master's Degree have been hired. Tutors sent to classrooms will have a high level of expertise and education. He added that the lab now has a good solid tutor staff. Tutors sent to classrooms will be seasonal.
- Since the Embedded tutor has been successful, David Zielinski suggested making the program continual and expand into other areas that are interested. Josue stated that they are finalizing the tutor manual.
- Josue presented and discussed retention and success rates of the Embedded Tutor program offered in spring 2015. In order for the results not to be skewed, he used three different semesters, morning, afternoon and evening classes, full time and part time faculty. Not only did the program helped with retention rates, but also the level of understanding the class.
- Jill explained that last year's Basic Skills allocation money has been spent. The allocation was reduce from \$190,000 to \$170,000. Jill will meet with Dixie Krimm to check the budget and make sure everything has been allocated before voting on funds for the Embedded Tutor program. She will then meet with Ted Ceasar and Norma Nuñez to talk about funding through Student Equity.

b. Winter Tutors

- Jill met with Ted Ceasar to discuss funding for tutors for the winter session. Ted agreed to use Student Equity funds.

c. Algebra Boot Camp

- Jill stated that students enrolled in college algebra, trigonometry and pre-calculus lack basic skills concepts, therefore, they struggle with algebra. Jill added that 85% to 90% of these students come from Math 91. The idea is to go back to math 81 topics.

It will only be offered online, including homework. The cost will be minimal. Since it will involve basic skills topics, Jill stated that she'll be able to request Student Equity funds.

F. Action Items

a. NADE 2016 Conference

- Jill discussed the 2016 NADE conference, which will be held on March 16, 2016 thru March 19, 2016 in Fullerton. She went over the cost to attend:
 - Registration: \$385/person
 - Hotel: \$189/night
 - Food: \$35/day
 - Math Summit: \$75
 - Travel: \$228.48/person

- Basic Skills members and Administrators attending the 2016 NADE conference are Kathleen Dorantes, Allyn Leon, Jill Nelipovich, Sydney Rice, Zhong, Mardjan Shokoufi, Dr. Nick Akinkuoye and Dr. Ash Naimpally.

- Jill stated that she needs volunteers to attend the National Conference meetings.

M/S/C Allyn Leon/ Gordon Bailey to approve no more than \$9500 for eight people to attend the 2016 NADE conference in Fullerton.

G. Other

H. Next Meeting: March 1, 2016

I. Adjournment

Meeting was adjourned at 1:45 p.m.