

AWE COMMITTEE

AWE Steering Committee

Minutes

3/7/2008

9:00AM – 10:30 AM, Cellar

Attendees: Melissa Colon, Kathy Schultz, Lynn Martin, Craig Johnston, Anne Cavagnaro, Susan Medeiros, Brian De Moss, Dennis Gervin, Mike Torok, Adrienne Webster, Karin Rodts, Gary Mendenhall, Cindy Vlahov

Agenda Items:

1. Prioritize proposed activities for Fall 2008

Using the list of activities generated at the last Steering Committee meeting the group broke into teams and prioritized the activities (prioritized list follows).

Discussion on each activity occurred after the individual team “dots” were placed.

The need for another category was brought up leading to the addition of the category of Other Funding (O). This category means that the primary funding would not come from the Basic Skills budget but possibly from Foundation, Fund 11, or other sources.

Some activities were split into smaller portions for clarification and prioritization (i.e. in Instructional Practices the ESL activity and in Administrative Support the X-Reg and “ramp” activity)

The priorities will be revisited next fall when there is a clearer picture of available funding.

2. Next meeting April 11 9:00 – 10:30AM, Cellar

Items to cover:

- ❖ FIG Year End Reports,
- ❖ Input and feedback for Basic Skills report to the Chancellor’s office,
- ❖ Celebration of accomplishments for this year.

AWE mission: To promote academic wellness in an ongoing climate of growth and improvement throughout the entire college community for all students at all levels of preparation.

Priority definitions:

A = essential to the mission (green dot)

B = supports mission, could be postponed or modified (yellow dot)

C = tangential to mission, value added if funding available (red dot)

O = Other funding possibilities

Priorities defined at AWE Steering Committee meeting held March 7, 2008

Strand	Activity	A	Priority B	C	Other Funding
Admin Support	Provide support for reassign time for AWE CORE group	A			
	FIG Support	A			
	Continue ongoing self-assessment of AWE plan, identify additional activities, and complete required state reports.	A			
	Identify data collection needs and create an evaluation plan for ongoing AWE work	A			
	Approach SLO Taskforce for integration of some generic Basic Skills SLOs into individual disciplines and college wide	A			
	Develop measurable AWE SLOs for Basic Skills program	A			
	Support First Year Experience Book Loan (Foundation?)				O
	Just in Time mentoring practice			C	
	Continue to evaluate decision to buy and train users on an assessment tool that includes automated collation and analysis of results			C	
	Support for expanded X-Reg	A			
	Support for expanded "ramp"		B		

Strand	Activity	A	Priority B	C	Other Funding O
Instructional Practices	Determine sustainability factors for Spring Review				O
	Plan First Year Experience Part II for Spring 09	A			
	Continue to develop ESL.	B			
	Investigate fee waiver, child care, transportation between sites. Summer continue classes, fall change time frame.		B		
	Develop Reading and Writing Center integrating Reading Apprenticeship. Investigate OWL(Online Writing Lab).		B		
	Math infusion in vocational classes. Pilot hybrid course in Fall 08.	A			
Instructional Practices Cont.	Develop "On Ramp Experience	A			
	Develop "Summer "Jam" for Math, Reading, and Writing	A			
	Investigate customized grammar book (See AWE Pasadena visit report) and other student skill/success docs			C	
	Investigate expanding ESL sites (Michaelson School and Valley Springs). Investigate and develop vocational ESL (hospitality and child development). Develop new and revive old curriculum.	A	B		
Staff Development	Investigate College of the Canyons Staff Development Institute of Teaching and Learning			C	
	Identify needs and plan Instructional Skills Workshops and Flex Activities for fall and spring.	A			
	Schedule Embedding Basic Skills course	A			

Strand	Activity	A	Priority B	C	Other Funding O
Support Services	Summer support services budgeted from Fund 11 on an ongoing basis				O
	AAC and Special Programs (unified approach) share space and staff to streamline services to students and maximize available space and staff resources		B		
	Maintain and enhance Supplemental Instruction (SI) program across curriculum.	A			
	Involve whole campus in AAC	A			
	Implement automated Early Alert System	A			
	Develop online orientation	A			
	X-Reg Fall 2008 provide early registration for students	A			
Visibility	Picture of event for Spring Review and website preparation				O
	Spring 09 WebCT Shell for First Year Experience	A			
	Facilitate use of CCCConfer for online counseling and services. Provide a presentation to demonstrate usage.	A			