

Academic Wellness Advisory Committee Meeting

April 18, 2007
3:30pm

Mission Statement:

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.

Agenda Items

- 1) Update from Academic Wellness Educators Sub-committee

- 2) Basic Skills as a Foundation for Student Success in California Community Colleges
Web address: <http://css.rpgroup.org/uploads/RPBasicSkills2007.pdf>

- 3) June 4th HECCC Regional Training Day re Basic Skills Assessment Tool (Merced College or State Center)

- 4) Budget

- 5) Group Retreat

- 6) Plans for Fall Semester and Future

- 7) Other?

**Academic Wellness Advisory Committee Meeting
April 18, 2007**

MINUTES

Staff Members:

Present:

Carolyn Buck, Anne Cavagnaro, Dave Chesnut, Doralyn Foletti, Marty Gang, Dennis Gervin, Lanai Hallmeyer, Patricia Harrelson, Susan Medeiros, Gary Mendenhall, Shelley Muniz, Karin Rodts, Larry Steuben and Adrienne Webster.

1) Final Report (handout—I am trying to obtain an electronic copy to attach)

Patricia Harrelson distributed the “Academic Wellness Educators (AWE) Sub-Committee Report” dated April, 2007. The report lists the AWE Sub-Committee Activities for Spring/Summer 2007 (including Fall 2007 Academic Wellness Faire), AWE Sub-Committee Short and Long-Term Recommendations and Basic Skills Curriculum Review Spring 2007.

We were advised that the Curriculum Review took a whole day of making phone calls and trying to answer questions. Some questions will naturally come up in the Curriculum Committee. Some courses not being taught and still on the books, they were listed if we should consider deleting. There are a number of recommendations based on success of students. Researcher could assist with persistence information. Committee discussed other things that jumped out, or were trends or themes. Reading was one such area per Patricia. In 1999, Patricia stopped teaching this due to her load and low enrollment. In the last two years, English has been embedded into E250 & E151, reading apprenticeship. We will be sending two people to a Reading Apprenticeship Institute which will provide two days of training and staff development, hopefully to add into Basic Skills classes. We need to act on Assessments and Learning Disabilities. In regard to Math, Anne Cavagnaro explained that they are beginning to review and address outlines which are on file and formal curriculum process. Anne and Karin Rodts both feel that common threads include students needing Learning Disability services as well as formal curriculum review needs. It was agreed that this body’s (AWE Advisory Committee) continued involvement is key and there are vital pieces to address.

2) Future Planning

Everyone was thanked for the tremendous work so far! We need to determine the future plan and next steps. If this committee continues, what would we do? It was felt that it would be beneficial to do this type of future planning at a Summer Planning Retreat. Thursday, August 16th at Baker Station was suggested (this is right before Academic Senate Retreat at Baker Station.) Members advocated for this type of retreat prior to Fall Semester. It was mentioned that some key committee members have a conflict on August 16th with Video Tech Training. We should do before Fall but probably consider time first and then location due to coordination. Maybe August 13th too?? Baker Station is first choice. We would also need to decide what we need to have available at the retreat (i.e. supplies, flipcharts, resources, etc.)

We should also consider what our desired outcome will be and plan a timeline like the one that has been used with the SLO Committee. This way the timeline could include what we wish to accomplish in the Fall plus more. Timeline could include significant benchmarks, action plans with who, what, when, new sets of questions for inquiry groups and broader academic questions. We should also consider the role of the researcher, roles for sub-committee, faculty prioritization in Fall and recommendations from this committee. Additional items to consider in the planning include College's new vision, mission and college planning documents. And celebrate what has been accomplished so far! What are others doing in the State in regard to Basic Skills funding, grants and sustainable funding?

It will be helpful to have some assessment tool information from the new Columbia College Researcher. **ACTION ADRIENNE & ANNE:** Work with Dennis over the summer for this info.

ACTION LANAI:

Lanai was asked to validate the availability August 16th at Baker Station for a retreat.

Group Retreat Agenda Topics

- Budgeting, priority pieces
- What is available on campus?
- Equal distribution
- Not having key positions erodes services (i.e. Learning Disability Specialist)
- Intersecting & working together with SLO Committee—Matric Coordinator, Research etc.
- EMP's
- Common projects to focus on regarding Basic Skills
- Tracking effective changes on things we have been able to implement

3) State level

Basic Skills Initiative being discussed at State Level and regional groups are planning and getting together. Columbia College was to be included in a regional meeting in October 2007, but John Spevak from Merced College advocated for us to be included in a regional meeting on June 4th for our training. There are limited spots and each college is able to bring 10-15 persons to attend. The workshops have not yet been defined.

Some of the groups discussion centered around how the determination for distribution of funding will occur in the future. It was felt by attending this June meeting may be a way for Columbia to be a leader in what we have done. It would be unfortunate to have the initiative move to another direction after so much has been accomplished this semester. Hope is by Columbia staff attending we can influence or ride the wave of the beginning implementation of the initiative. It was also agreed that our interaction at a formative stage would have advantages. If you can and want to attend but have challenges, let Dennis know. Dennis advised that we could find money for substitutes so that Columbia staff could participate.

ACTION LANAI:

Send link to Basic Skills Initiative information to all.

4) Budget

Library and AAC needs for summer have been covered. Math Lab coverage for summer approx \$3,200, first two sessions, before and after classes 4 hours per day, 9am-1pm possibly. There is enough remaining in the FY07 Basic Skills budget to cover the Math Lab coverage. This was approved by group consensus. Is there a way to track the students? Math could do as positive attendance.

ACTION DENNIS:

Dennis will check with Joe Macklin regarding how default works on positive lab and check that all labs will be up for positive attendance. (Per Dave C this should include AAC Math, Business Lab, Library, High Tech Center—all of them.) Positive attendance should run summer through spring. This should be used for prioritization next time.

Gary, Patricia and Adrienne have worked on a budget for summer activities.

5) Meeting Places

For future meetings, it was suggested that it might be helpful if these meetings were held in “learning spaces” such as Library, AAC, High Tech Center, Math Lab, ITC etc.

6) Additional Invitations

It was suggested that we invite Celise Bradford from Central Services Grants Department to future meetings.

7) College Reports

Dennis indicated that in May both colleges will give a report to the Board of Trustees on Student Success and the Accountability Report for Community Colleges (ARCC). (Bob Nadell will present for MJC and Dennis Gervin for Columbia.) The ARCC Report from the State Chancellor’s Office will be shared. The MIS information contained will show some Basic Skills needs. In the future we may be looking for assistance on how best to frame the information from the report and the needs it defines. It will at least be an opportunity to bring forth and talk about our challenges in this area.

Submitted by Lanai Hallmeyer