

AWE Committee

AWE Steering Committee

Minutes

9/18/09

9:00 to 10:30 Cellar

Attendees: Lynn Martin, Adrienne Webster, Craig Johnston, Kathy Schultz, Vonna Breeze-Martin, Lahna VonEpps, Susan Medeiros, Melissa Raby, Lisa Marik, Mike Torok, John Leamy, Alicia Kolstad, Meryl Soto, Doralyn Foletti, Melissa Colon, Gary Mendenhall, Alex Campbell, Kim Zubek, Dennis Gervin, Cindy DuLany

1. Welcome & Introductions –
2. Budget report for 08/09 - Gary

a. Report issued for 2007-2008 Basic Skills Funds data shows the following:

Total Allocations by Category from 7/1/07 thru 6/30/09	Total Expenditures by Category from 7/1/07 thru 6/30/09	Total Unused Allocation carried over to FY2009-10
\$100,000.00	\$ 86,993.74	\$ 13,006.26

The total AWE Basic Skills expenses by category for the 2008-2009 year was reported to be \$ 85,580.22 per data received from Lanai Hallmeyer. (copies of these reports can be obtained if needed by contacting Cindy DuLany)

The college is continuing to push forward the funds possible for future periods.

3. Review current year budget/plans and process – Gary and Adrienne
A copy of the current budget was provided to all in attendance and a copy will be attached to these minutes. Please review and if changes are needed send the information to Gary/Adrienne.
 - a. The process for spending is that the FIG leader can spend any funds labeled BSI funded and if more funds are needed they can move funds from one area to another as long as the total doesn't change. If, a lot more funds are needed, then the FIG leader needs to come to the Steering Committee and the team will decide.
 - b. Gary is the gate keeper/validation person who will identify the category and forward the data to Lanai for recordkeeping.
 - c. The January 2010 meeting will be the time to review the expenditures/needs and redistribute funds if needed.

ACTION: Does On-Ramp FIG need to be added again? If so, send needs to Gary/Adrienne

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4. Core Retreat – Lynn

Lynn Martin has joined Adrienne as co-facilitator for the AWE Core Group. Congrats !!! There will be a new format to the Core Group – 3 retreats in a year to continue the visionary work for AWE. The first retreat was held just before the semester started - 28 ideas were presented to work on over the next few years. The list was narrowed to 5 that could be accomplished:

- a. Assessment & Student Placement
- b. Effective Student E-Mail Program – headed by Craig
- c. Coordinate w/ Assessment and Orientation to display Voc Ed programs
- d. Increase Faculty use the Early Alert program – Susan
- e. Increase staff, faculty, and student engagement w/AWE -Adrienne

The next Core Group retreat will be held December 11, 2009

5. Fig reports: (Copies were provided by Adrienne to attendees)

On-Ramp – Craig

- a. The student feedback was that the program was very worthwhile and that the library portion should be mandatory for all students. The demographics was a cross section of our students with more older returning students, students with a multitude of need sand challenges, many low income, EOPS/DSPS

It was recommended that a follow-up be conducted with these students – ALEX?

ACTION: Plan to offer prior to next Fall semester – in a 2 weeks format and coordinate w/ EOPS & Care

X-Reg – Lynn

X-Reg was a success for all the students who attended with many arriving at 7AM to get started.

First Semester Experience – Craig

21 student are enrolled, a challenging population with the room constraints present.

The plan is to run in spring semester a different track as a full 13 units of English and Math is difficult for the students to assimilate.

Spring 2010 proposed: English 151

Guidance 100

English 649

An elective or work experience

The team would like to work with Alex on some data collection needs.

ACTION: Alex will be posting office hours and a form to use in preparation of meeting with her.

Next meeting: **October 16, 2009 9:00-10:30AM** Cellar