



# Basic Skills Committee Meeting Minutes

Thursday, May 2, 2019, 2:30-3:30 p.m., LR128

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**Members Present:** Barbara Salazar (chair), Tyler Okamoto (co-chair), Laura Ramirez, Lisa Chavez, Erin Irwin, Moises Mata, Marie Eckstrom, Raquel Flores-Olson, Hector Molina, James Sass

**Guests Present:** Jessica Perea, Melba Castro, Anthony Delgado, Juana Mora, Cecilia Rocha, Oscar Duran

**Members Absent:** Katie O'Brien, Alice Mecom, Vann Priest, Henry Gee, Student Ambassador

**Basic Skills Committee Membership:** Barbara reviewed the current committee membership and asked if there were any anticipated changes in membership for the next academic year. Erin Irwin reported that she would need a math faculty replacement for her position.

**Student Equity and Achievement Program:** Following up on their initial Student Equity data report on disproportionately impacted groups at the previous Basic Skills Committee meeting, Cecilia Rocha and Juana Mora provided an overview of the Student Equity plan 2019-2022 template draft. Cecilia reported on the college's selected focus on completion of math and English and explained that we must have an activity plan to show what we are doing as a campus specifically to target the disproportionately impacted (DI) groups in addition to the general student population.

Marie gave the following suggestions: establish a book loan program to provide (English and math) students with the textbook during the first week of class; implement a student intervention after the first semester for a student earning a course grade of D, F, or W, such as a boot camp or support group and/or meeting with a counselor. Hector shared that the LAC was housing some textbooks for student in-lab use and/or loan. Dr. Ramirez asked about establishing a common reading in English 101 for students to support each other. In math, Erin shared the study skills focus in the co-requisite courses. Tyler shared some ideas about Open Educational Resources (OER) and Zero-Textbook Cost (ZTC) options. He reported on some data showing the increase in student success when provided with OER.

To address some of the recommendations suggested, Melba provided some ideas to support students moving forward: intervention for D, F, W students; built-in support; monthly reports for veterans; increased counseling hours; and possible funds used from the Legacy program. Marie suggested reaching out to faculty to find out why students did not pass their courses as well.

**Student Completion Pilot:** Dr. Ramirez reported on the Student Completion Pilot she would like to see implemented. She asked for faculty collaboration to help in providing meaningful interventions for students. Several people commented about how critical it is for faculty to provide support to help students. Hector suggested inserting tutors in areas students are already comfortable and utilizing (e.g., veterans as tutors for veterans in the Veterans' Center).