1. **Call to Order:** Present: Erin Wall, Pam Kessler, Steven Jackson, Harry Pyke, Kristy Carlsen, Julia Peterson, Tracey Thomas, Sheila Hall, Crislyn Parker-support

2. **Approve 10/3/14 Notes:** Notes approved as corrected (spelling). The committee briefly reviewed agenda item 4.2 Revised ESL Direction from the October 3, 2014 meeting.

3. **Action Item(s):**
   3.1 **Funding Proposal: Funding for two level-three trained peer tutors to work ten hours per week for 15 weeks each—Leslie Leach.**
   - Request approved. Crislyn will work with Leslie to get this funded.
   3.1a. Discussion resulting from proposal:
   - The basic skills committee, based on direction from the state basic skills guidelines, funds requests with the expectation that within three years funding will be converted to district funds. Basic skills tutoring costs need to be institutionalized. Per Angelina and Sheila, SSSP funds can be used for basic skills needs, either as a direct expense or as part of the district match. How to move forward on this is to be determined.
   - Erin will meet with Sheila, Cheryl, Leslie and Angelina about the use of basic skills tutors, the areas in which they work and the targeted students. Per Tracey, Becky Buchanan is preparing a proposal for the BSC, which includes data on Math Lab usage to pay for peer tutors.
   - It was discussed that available tutoring is scattered and unknown to faculty and academic areas; we are in need of central coordination and assessment of our tutors. Erin will talk with the various basic skills funded tutor area about assessment.

4. **Discussion Items**
   4.1 **Scheduling updates of basic skills funded activities: Oral reports captured in the notes:**
   - Erin will talk to Keith and Cheryl regarding a peer mentoring update.
   - Determining pathways for basic skills courses has not been done.
   - Connie Carlson will be contacted to address whether the acceleration flex workshops held during convocation were perceived as beneficial
   - Reporting for areas receiving tutor funding will be on the next meeting agenda.
   - Julia will check with all non-credit faculty to see if Lexia is being used and supportive.
   - Updates on the math jam tutors will be included in the proposal being submitted by Betsy Buchanan; Betsy will be invited to that meeting.
   - The Pathways to Statistics (math acceleration) course outline was approved in curriculum and senate; to the board on November 7; and, following board approval, will be submitted to the Chancellor’s Office. Courses cannot be offered until approved by the Chancellor; but if possible, CR will offer one to three sections in the spring. There is a placeholder for two sections. Acceleration is a new and very different way of teaching, and there is discussion to request basic skills funding for mentoring for these acceleration classes.
   - An update of English acceleration will be held at the next meeting.
   - The TESOL conference attendee will be invited to report out; the remaining items will be discussed in future meetings.
4.2 Approach for identifying intervention strategies for basic skills students on probation this fall, as identified the SSSP plan.

- Moved to a future meeting agenda. It is noted SSSP requires intervention for probation students, and targeting basic skills students will be one way to refine varying student intervention needs. Tutoring area assessments will help determine where there are gaps in tutoring, and may feed into determining the probation intervention as well.

4.3 Update on AB86-Julia Peterson—moved to next agenda

5. Other/Future Agenda Items:
   > Tutor assignments, assessments, areas
   > Item 4.2: Interventions for basic skills students on probation
   > AB 86 Update
   > TESOL Update

*Friday November 7th meeting is cancelled*

Next meeting: Friday, November 21, 2014, 8:30am -10am, SS 104