1. **Meeting Called to Order:** Present: Erin Wall, Pam Kessler, Kristy Carlsen, Harry Pyke, Sheila Hall, Crislyn Parker-support; Presenters: Betsy Buchannan, Sue Harrington-ASC, Tina Vaughn-ASC, Cheryl Tucker, EOPS/ASC

2. **Approve 10/17/14 Notes:** Approved as revised.

3. **Action Item(s):**
   
   3.1 **Funding Proposal: Funding ACT License renewal – Julia Morrison:** Moved to the next meeting.

   3.2 **Funding Proposal: Math Lab & Math Jam Tutor funding – Betsy Buchanan:**
   - **Math Jam:** $5300. Approved. 112114BB-A. Proposal is well done and includes an assessment plan. Discussed that it would be nice to have the data on the success of the students who do test up. This will be done in the future. A survey will be given to students at the end of this semester on whether the math jam met their expectations and why they participated in the math jam. Also discussed adding a survey at the beginning – why the student is participating; many students take math jam as a “review.”
   - **Math Lab:** $5800. Approved. 112114BB-A2. Per Betsy not many non-credit students attend the labs – they do the work in the non-credit classes. The chart compares success of students enrolled in math lab vs. those who are not and those who progress to the next level. Statistics show students who participate in the labs have a higher success rate. It is suggested the labs set an environment for students to get work done that may not exist elsewhere.

4. **Discussion Items**

   4.1 **Basic Skills Tutoring & Assessment – Cheryl Tucker, Leslie Leach, and Betsy Buchanan:**
   - Discussed and shared ideas for establishing common assessment criteria and acquiring consistent and qualitative data in basic skills courses and programs. Student learning outcomes are being developed, as is one survey with similar questions which will be adjusted slightly for specific courses, to compare various tutoring programs and facilitate increased dialog, for students in math labs and ASC tutoring.
   - A proposal was submitted from the ASC to basic skills about two years ago. A request was made to determine how funding is utilized. This will be included in the next meeting agenda.

   4.2 **Approach for Identifying Intervention Strategies for Basic Skills Students on Probation this fall, as Identified by the SSSP plan:**
   - The SSSP requires intervention strategies and discussion has begun; they will be looking at all students, a very large number. Currently they are targeting those students enrolled in basic skills courses and on academic and/or progress probation. Brain storming:
     - Acquire data to determine basic skills students on probation-immediately target the one group we have the most opportunity to help.
     - Block level 2 students from registering until they have met with a counselor or advisor.
Determine intent and implementation of intervention strategies at level 1, level 2, etc. Discussed determining a level of probation where students are blocked from registration until they have seen a counselor.

Committee is tasked to think about what needs to be done and bring ideas to the next meeting.

4.3 Update on AB86-Julia Peterson—moved to the next meeting.

5. Other/Future Agenda Items

- ASC proposal
- Intervention Ideas
- Morrison Proposal

Next meeting: Friday, December 5, 8:30am -10am, SS 104