TAFT COLLEGE ACADEMIC DEVELOPMENT COMMITTEE MINUTES  
FEBRUARY 10, 2020  
3:00 P.M.  
S-11

MEMBERS IN ATTENDANCE: LORI SUNDGREN, KAMALA CARLSON, JANIS MENDENHALL, DANIELLE KERR, JOE’LL CHAIDEZ, AMBLE HOLLENHORST, DR. LORI TRAVIS  
ABSENT: DR. WINDY MARTINEZ

GUESTS: DR. VICKI JACOBI, BRANDY YOUNG

Call to Order

Public Commentary

Action Items

1. Approval January Minutes (Attachment to Follow) (3 minutes)
   
   Motion to approve by Danielle, seconded by Janis.  

   ACTION

Reports

2. Information item – Assessment (5 min.)
   
   Joe’ll distributed a document that he created titled “Taft College Assessment Services 2.0”. He explained that Accuplacer used to account for approximately 10-15% of the traffic in the Assessment Center. Accuplacer is no longer used for placement.  

   INFORMATION

Old Business:

3. Clarification of data request for IR regarding placement vs. tutoring vs. success in math and English. (10 min.)
   
   The Tutor Trac A# report from Fall 2019 is now ready. Lori S. has already sent it to the IR office. Lori S. will create a data request with the following parameters- high school gpa, initial math or English placement (course taken), course success. This will be students who attended tutoring vs. those who did not.

New Business:

4. Request for approval – “AB 705, English as a Second Language” notice of proposed rulemaking and text. ACTION

   Action requested: [Review, consider, and possibly send comments to the CCCCO by Feb. 25 at 4 p.m.] (15 min.)

   The Chancellor’s Office is requesting input on a change in Title 5 regarding AB 705/ ESL. The committee voted to take no action, and therefore give no commentary/input to the Senate as a Whole. Kamala made a motion to approve a vote of no action, Danielle seconded.

5. Information item – SEAP budget update (10 min.)
   
   SEAP funds have contributed $2,000 to Building Bridges. This has been an annual contribution.

6. Information item- Professional development- Building Bridges (5 min.)
Kamala and Danielle spoke about the annual Building Bridges Conference and the history behind it. It was started 30 years ago by Kim Flachmann and Kay Pluta. Lori S. stated that she has already registered. Conference date is Friday, March 13.

No action requested

Discussion Items

7. Apportionment-
   Fall scheduling “Supervised Tutoring”, impact on faculty lab times. (10 min.)
   Lori S. is of the belief that administration would like to begin claiming apportionment asap (Fall). This means that the Supervised Tutoring course needs to be put on the schedule at the upcoming scheduling meetings in March. Additionally, Lori S. noted that it would be preferable for faculty lab hours to be spread out, if possible, in order to claim more time. Vicki recommended that we take a look at the C.O.R. for the Supervised Tutoring course. Amble noted that it may be more feasible to develop support courses instead. General consensus was that we need an entire meeting devoted to apportionment and that we will invite Dr. Minor to attend.

Other

Adjournment