

[4a] 2011-2012 ESL/Basic Skills Action Plan

Long-Term Goals (5 yrs.):

Establish a Basic Skills Institute or Center to provide students, faculty and staff at Cabrillo a highly coordinated community of teaching and learning in support of Basic Skills Students. Include in College Master Plan clear objectives that prioritize Basic Skills.

Due on or before October 10, 2011

District: Cabrillo College
College: Cabrillo College

Planned Action	Effective Practice ID	Target Date for Completion	Responsible Person(s)/ Department(s)	Measurable Outcome	Criteria that Demonstrates Effectiveness
Designate and fund Basic Skills Coordinator position.	A.3.2	June 2012	VP of Instruction, BS Coord., Basic Skills Council	Basic Skills Coordinator organizes meetings, events, and workshops to create greater awareness of Cabrillo's learning communities and other basic skills programs; begin Phase I of institutionalization of this position.	More faculty become aware of BSI efforts, participating in basic skills campus activities and referring more students to our Learning Communities Center; college completes Phase I of institutionalization process, funding 25% of Basic Skills Coordinator position.
Fund student intern positions to support the staffing needs of Cabrillo's new Basic Skills/Learning Communities Center.	A.4.2	June 2012	VP of Instruction, BS Coord., ACE Program Dir., Directors and Coordinators of Title V	Interns provide information and support for basic skills students, encouraging them to enroll in one of our basic skills learning communities.	Our 2011-2012 learning communities for basic skills students successfully reach our target enrollments of 95-100%.
Designate and fund Academic Counselor to support basic skills students.	B.3.1	June 2012	VP of Student Services, BS Coord., Basic Skills Council, Counseling Coordinator	9 TUs designated for academic counselor position to provide direct counseling to basic skills students in addition to helping with the college's basic skills learning communities' outreach efforts.	More basic skills students receive academic counseling and enroll in one of our basic skills learning communities.
Designate and fund Financial Aid Counselor to assist basic skills students.	B.4.1	June 2012	VP of Student Services, BS Coord., Basic Skills Council, Financial Aid Coordinator	Fund 25% of financial aid counselor position to provide direct counseling to basic skills students in addition to helping with the college's basic skills learning communities' outreach efforts.	More basic skills students receive financial aid counseling and enroll in one of our basic skills learning communities.

Signature, Chief Executive Officer

Date

Signature, Academic Senate President

Date

