

<b>AWE</b>  <b>Meeting Minutes</b>	<b>October 16, 2015</b>  <b>9:00a – 10:00a</b>  <b>Manzanita Conference Room</b>
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**Attendees:**

Kasey Bonavia, Laureen Campana, Elissa Creighton, Cheryl Divine, Doralyn Foletti, Colleen Henry, Lindsay Laney, Jill Olson, Ida Ponder, Karin Rodts, Anneka Rogers-Whitmer, Jessica Shapiro, Diana Sunday.

**Visitors:**

**Absent:**  
 Marc Beam, Leslie Buckalew, Anne Cavagnaro, Cari Craven, Matthew Fox, Kasey Fulkerson, Wendy Griffiths-Bender, Margo Guzman, Ramona Harris, Tracey Hickey, Craig Johnston, Shawn Jordison, Kirsten Miller, Letitia Miller, Brandon Price, Melissa Raby, Adrienne Seegers, Sara Shier, Abby Sunday, Klaus Tenbergen, Michelle Walker, Debbie York

**Agenda**

Welcome & Food for Mental Clarity	Laureen Campana	
FIG Funding Update	Lindsay Laney	
FIG Report Updates	Cheryl Divine	
FELI Next Steps	Lindsay Laney	
Mini Grants Coming Soon	Laureen Campana	
FIGS /Fall Second Round Ideas	Laureen Campana	

**Next meeting to be held Friday, November 20, 9:00a – 10:30a in the Manzanita Conference Room.**

**Additional Information**

The meeting began at 9:10a when Laureen welcomed all to the AWE meeting. She chose steel-cut oats, walnuts, and cranberries as breakfast options for mental and physical health purposes (see recipe for Apple Pie Spiced Walnuts & Raisins attached to email):

- Oats were the first crop domesticated by humans; lack of ingestion of oats during the past several decades is related to increase in heart disease. Oats help control blood sugar levels, due to the low glycemic index, and they help lower blood pressure.
- Walnuts have antioxidants which help brain function, and they decrease breast and prostate cancer; also beneficial for Type I and II diabetes.
- Cranberries are also full of antioxidants. Discussion about whole gran benefits and gluten free diets ensued. See attachments for more details.

An exercise in mindfulness was then conducted with raspberries and thoroughly enjoyed by all.

# Minutes

## TOPIC: FIG Funding Update

Lindsay Laney

### Discussion:

All proposed FIGS for fall have been fully funded! Lindsay is working with Brandon Price to complete details and solidify funding sources for each FIG.

### Conclusions:

Inquiries regarding FIG funding should go through AWE Co-Coordinators first for approval. FIG funding contact information is attached.

### Action items:

Person Responsible:

Deadline:

## TOPIC: FIG Report Updates

Lindsay Laney

### Discussion:

Lindsay requested FIG updates from those present. Cheryl Divine stated that she has 28 students in her ESL class on Blue Bell/Tuolumne Rd. The classroom is packed and round tables are needed to enable class discussions. She needs assistance with helping students apply to the college and registering students for classes. She requested support from a student ambassador, since Tracey Hickey is no longer available. Classes are held Tues/Thurs 9:00a to 10:45a.

### Conclusions:

Discussion of paper registration form usage and inputting of data ensued. ESL students can complete paper forms and the data can be input by an ambassador or staff member at Columbia to alleviate need for on-site assistance.

### Action items:

- Cheryl Divine to email request for assistance to Colleen Henry
- Colleen Henry to seek approval from Administration
- Need Application Form created in Spanish.

Person responsible:

Cheryl Divine  
Colleen Henry  
TBD

Deadline:

Done  
11/20/15

## TOPIC: FELI (Five-Day Experiential Learning Institute) –Next Steps

Lindsay Laney

### Discussion:

As a follow up to the well-attended FELI conference held at Columbia College the first week in August, Lindsay is researching a “foundation course” so that other CC staff can be trained. Columbia College must purchase the one-time, non- recurring license fee before FELI materials can be utilized and before Columbia can be part of a cohort. The model for the “foundation course” is a 3-unit, 2-week course which has a high success rate for retention.

Discussion of a second FELI conference ensued as well as utilization of professional development funding as a resource.

**Conclusions:**

Lindsay will provide more information on licensing fee and other possible alternatives after she speaks with a FELI representative.

- Can previously trained FELI attendees teach others?
- What is cost per FELI as compared to cost for Foundation course and License fee?

**Action items:**

Obtain input from Anne Cavagnaro and Alicia Kolstad regarding benefits/liabilities of purchasing license.

Check in your JUNK folder for FELI Graduate Guidebook, emailed to graduates on 9/9/15.

**Person responsible:**

Lindsay Laney

FELI Graduates

**Deadline:****TOPIC: Mini Grants Coming Soon****Lauren Campana****Discussion:**

The Foundation, Amy Nilson and Kimberly Francis, will soon be reviewing mini-grant submissions; October 23 is the deadline to submit. Maximum grant is \$1,000 and minimum is \$100. Criteria for submission is on the Foundation Website: [http://www.gocolumbia.edu/give\\_a\\_gift/mini\\_grants.php](http://www.gocolumbia.edu/give_a_gift/mini_grants.php). Mini-grant requests must be directed toward supporting students while complying with Columbia's mission statement.

**Conclusions:**

Try to keep the mini-grant requests as open as possible; ask for what you need! Include a statement as to why you are seeking funding via a mini-grant rather than departmental budget.

**Action items:****Person responsible:****Deadline:****TOPIC: Open Session –****Lindsay Laney****Discussion:**

- Lindsay stated that second-round ideas for spring 2016 FIGS can be submitted to AWE co-coordinators now. Please submit ideas this fall, and do not worry about funding! Spring is just around the corner.
- Anneka and Kirsten working on next Welcome Week in January. Will target new students as well as the more vulnerable groups (Vets, Foster Youth, GSA, etc.) Cheryl Divine suggested bringing ESL students from Murphys, Angels, Camp, and Blue Bell locations to campus for Welcome Week events.
  - Doralyn suggested creating awareness of wellness opportunities on campus for new students (i.e., food bank, health office, mental health counseling, and awareness of student safe spaces.
  - Suggestions that HHP get involved by providing games such as Donkey Basketball and Wheelchair Basketball (Disability Awareness) as a way for new students to get to know one another and the campus resources.
- Doralyn requested suggestions for updating the current student handbook. Sports schedules and club listings/contact information need to be added. An announcement should be made at in-service in January to have staff submit suggestions for improvement.

**Conclusions:**

**Action items:**

Submit FIG Ideas for Spring 2016 to Lindsay and Lauren

**Person responsible:**

All

**Deadline:**

12/18/15

The meeting was adjourned at 10:25a.

Respectfully submitted by Colleen Henry 10/16/15.

## FIG FUNDING

Please see the table below regarding the contact for support in expending funds for your 2015 – 2016 FIGS.

2015 FIGS	Contact
Academic Achievement Center	Michelle Walker
AAC Writing Center	Michelle Walker
AWE Facilitation	Michelle Walker
Disability Awareness Day	Brandon Price / Colleen Henry
ESL Support	Brandon Price / Colleen Henry
Math Support	Michelle Walker
First Semester Experience	Colleen Henry / Michelle Walker <i>Student Services is funding the class trip and handling the travel now.</i>
Online Training (Net tutor)	Michelle Walker
On Ramp	Brandon Price / Colleen Henry
Student Success Workshops	Colleen Henry
Teaching and Learning Hospitality	Michelle Walker
Textbooks Reserve	Michelle Walker
Universal Design	Colleen Henry
Veterans	Brandon Price / Colleen Henry
Welcome Week	Colleen Henry