

BASIC SKILLS INITIATIVE COMMITTEE

MINUTES Wednesday January 25, 2012 1:30 p.m. Room 2724

Frank Rapp called the meeting to order at 1:34 p.m.

Basic Skills members in attendance were as follows:

Frank Rapp, Basic Skills Coordinator
Lisa Solomon, Faculty Representative, Non-Basic Skill Discipline
Betsy Riehle, Faculty Representative for Math
Nancy Lay, Faculty Representative for Reading
David Zielinski, Faculty Representative for Writing
Kseniya Gregory, ESL Department Chair
Michael Heumann, English Department Chair
Norma Nunez, Representative for Counseling

Basic Skills members not in attendance were as follows:

Frank Miranda, Faculty Representative for Career Technical Allyn Leon, Math Instructor

Others Present:

Brian McNeece, Dean of Arts/Letters Caroline Bennett

Recorder

Martha Navarro

APPROVAL OF MINUTES OF 26 October 2011 and of 23 November 2011

M/S/C (Lisa Solomon/Michael Heumann) to approve minutes of October 26, 2011 and November 23, 2011 Motion carried

DISCUSSION ITEMS

1. Basic Skills Budget-- Dixie Krimm discussed the current and future budget with the members. The budget from 2009-2010 must be spent by June 2012. For the budget from 2010-2011, \$26,000.00 will be the leftover balance by June 2012.

Dixie stated that 2011-2012 funds have not been allocated. She anticipates the allocation by the end of February 2012. Dixie is still waiting on the final amount for 2011-2012 but stated that the Basic Skills committee may receive \$232,000. Dixie also informed the members that if \$232,000.00 is allocated for 2011-2012, there may be a possibility to continue to employ all three instructors for 2012-2013, depending on contract negotiations. She added that there should be enough to cover for the math consultant and ESL software.

The members briefly discussed the math position that is being paid through Basic Skills funds. Betsy Riehle will look for documentation referencing the math position transition to a "regular" position and report back. Norma suggested if the district will absorb the position; the position must be included in the program review in order to be budgeted for.

2. Student Success Task Force Recommendations—Frank distributed copies of the California Community Colleges Task Force on Student Success Draft. The Basic Skills committee was assigned chapter five. Frank read two recommendations of chapter five to the committee:

Recommendation 5.1—"Community Colleges will support the development of alternatives to traditional basic skills curriculum and incentivize colleges to take to scale model programs for delivering basic skills instructions".

Recommendation 5.2—"The state should develop a comprehensive strategy for addressing basic skills education in California that results in a system that provides all adults with the access to education in mathematics, English, and English as a Second Language (ESL)."

Frank advised the members to go online and read chapters seven and eight at a minimum to get familiar with the task force recommendations.

Frank requested approval from the Basic Skills members to approve the amount of \$290 to attend the Student Success Recommendation conference. The conference is schedule at the end of February.

3. Service Area Outcomes—Frank informed the members that any committee providing service to the college needs to come up with service area outcomes. David volunteered to write the service area outcomes. Frank suggested taking the goals that were referenced in the Basic Skills report to use to create outcomes. Frank will email the goals to the members to see if the goals are satisfactory to convert them into service area outcomes.

4. Other—

M/S/C (Lisa Solomon/Norma Nunez) to approve to amend the agenda to add Frank's request for funds to attend a Basic Skills conference

Motion carried

M/S/C (Michael Heumann/David Zielinski) to approve \$290 for Frank to attend a Basic Skills conference Motioned carried

ADJOURNMENT

The meeting was adjourned at 2:06 p.m.