

BASIC SKILLS INITIATIVE COMMITTEE

MINUTES

Wednesday, December 3, 2008

3:30 p.m.

Room 303

PRESENT

Bruce Seivertson
Deirdre Rowley
Leticia Pastrana

Sydney Rice
David Zielinski
Kathleen Dorantes

Frank Rapp
Lianna Zhao

Kathy Berry
Robert Baukholt

ABSENT

VISITORS

RECORDER

Linda Amidon

1. Basic Skills Coordinator Report

Bruce Seivertson attended the Basic Skills Coordinator Meeting. He stated per Juan Cruz, Basic Skills money committed, will not be reduced by budget cuts. He discussed starting a Basic Skills Coordinator group in the San Diego area. IVC would be part to the pilot group. Bruce handed out pilot Basic Skills Initiative virtual consortium information. It would then be expanded statewide in four to six months.

It was discussed that the Geography department only has four people teaching five classes and Bruce needs to be put back on track. Therefore, he will only be Basic Skills Coordinator through the Fall Semester.

2. Spring Faculty Survey Instrument

The survey instrument is to ask faculty what Basic Skills could do for them. Services available were notified to faculty.

3. Spring "Division Meeting" Visitation: Early Alert, English, ESL, Math, Reading and Writing Pods

It was discussed that the visitation is to provide information at division meetings. Norma Nunez stated Lisa and Omar will automate a process to report students needing assistance. Emily Bill will touch base with instructors during division meetings regarding early alert program. It was stated that it would be best during the first spring meeting. The committee stated they would like to make a simpler process. David Zielinski stated that English will regroup the division web pages and that they could add information regarding the early alert.

4. Spring Meeting with Grossmont: Sue Jensen Contact Person

Bruce reported on development of spring meeting with Grossmont. Kathy reported on audit. Stated concerns with Basic Skills money. She stated that the only expenditure is travel. Asked committee to expand what they learn beyond Basic Skills group. Kathy asked Frank Rapp to monitor expenditures. Bruce talked about Basic Skills day being like the SLO workshop. Allyn Leon did a workshop for the Math instructors. Bettie will do one in the spring.

Kathy discussed needing an audit trail (who, what where, why). Frank will be asking Math and English division & Coordinators how the money will be spent. The Math Lab Tutorial Specialist was selected but frozen. They are looking to see if it's the best way to make use of the money.

5. Cal-PASS: David Zielinski

David Zielinski stated that the liaison effort began last January. He stated that they will meet with Southwest High School exclusively. David went on to discuss Cal-PASS. He mentioned that it's a data sharing enterprise that started at Grossmont which allows colleges & High Schools to share data. He has not met recently. They are looking at establishing Cal-PASS professional learning council. 2005/2006 Basic Skills money could be used. Kathy proposed the use of CTE money. The High School is preparing for the program involvement. Approximate cost is \$30,000. Kathy that the High School is not able to use CTE money unless they are align with the colleges.

6. Linked Math Classes: Erick Lehtonen

Subject not discussed because Eric Lehtonen did not attend meeting.

7. ESL Linked Classes: Issues

Bruce distributed linked class policies from other ccc's. Norma Nunez stated this issue will place financial aid students on probation. Dave stated that it's a complicated situation. Some complications are eligibility and class quota issues. He discussed that Grossmont has development reading and writing linked and it seems most logical. Lianna Zhao also discussed class quota issues, but decided to change quotas. Leticia Pastrana stated that it's a learning community link process, that it is different than math. She went on to state that communication is needed between instructors. She said that the sequencing is off and need counselors involved for integration.

Kathy notified the committee that before linking, faculty needs to work together, need to frontload. She said that it is a lot of work, but they need to stay on track. Dave recommended researching before implementing. The rationale for linking must be known and understood. Sydney stated that faculty needs to buy-in to learning communities.

8. First Year Experience Update: Norma Nunez

She discussed getting cohort of students to follow and that they will get students for the First Step program. It was discussed that Barbara Nilson, Leticia Pastrana and Sydney Rice were interested in the faculty advising program.

Study skills class-3 units applicable and transferrable.

9. Writing Pods: Kathleen Dorantes

Robert Baukholt discussed that the writing pods are going well. They tend to get a drop off war at the end of the semester and when they drop a class, they drop pods. Kathleen is interested in getting the word out to other disciplines. She described that other colleges require tutoring and that faculty are in the tutoring centers. Kathy suggested trying pods in the math lab.

Bruce distributed an email regarding class stipends for working on Basic Skills. Leticia discussed summer basic skills workshop at Mesa College and student orientation but it did not go anywhere. Norma described the existing orientation program. She and Frances are working together to include more information in orientation and online orientation. Bruce suggested a CD for students with catalog and other information. Robert stated that Mesa College orientation focused on personal responsibility. Frank suggested parent orientation.

Kathy thanked Bruce for serving as Basic Skills Coordinator. She stated that Frank will run the next meeting (in February). Bruce is setting up Basic Skills library in Academic Senate room.

10. Pilots BSI Virtual Consortium: MiraCosta College

The meeting was adjourned at 4:45 pm