BASIC SKILLS INITIATIVE COMMITTEE
MINUTES
Wednesday November 23, 2011
1:30 p.m.
Room 2721

Frank Rapp called the meeting to order at 1:32 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
Frank Miranda, Faculty Representative for Career Technical

Others Present:
Brian McNeece, Dean of Arts/Letters
Caroline Bennett
Allyn Leon, Math Instructor

Recorder
Frank Rapp

APPROVAL OF MINUTES OF 26 October 2011
Approval of Minutes of 26 October 2011 was deferred until the January 2012 Basic Skills Committee meeting.

DISCUSSION ITEMS

1. *Student Learning Outcomes*—Frank stated that the Basic Skills Committee needed to develop Service Area Outcomes, the equivalent of Student learning Outcomes for classes. Dave and Frank will work on developing them and present them to the committee for approval at the January meeting.

2. *Class Leads or Mentors*—Frank volunteered to contact department chairs regarding establishing a mentor program, specifically for the teaching of Basic Skills classes by part-time faculty.

3. *Other*—David suggested that a staff development session on the history and value of accelerated learning, specifically in reference to the current English 10 class, be developed.

   Frank encouraged all those in attendance to consider generating ideas for staff development sessions which would be beneficial to the teaching of IVC basic skills students.

   David stressed the need for continuity.

ADJOURNMENT
The meeting was adjourned at 2:16 p.m.