BASIC SKILLS INITIATIVE COMMITTEE MINUTES

Wednesday June 9, 2010 1:30 p.m. English Conference Room Room 2780F

Present	Kseniya Kareva	Michael Heumann	Visitors
Kathleen Dorantes	David Zielinski	Dixie Krimm	none
Frank Rapp	Betsy Riehle		
Norma Nunez	Lianna Zhao		

Absent			Recorder
Allyn Leon	Kathy Berry	Angie Ruiz	Martha Navarro
Ed Scheuerell	Eric Lehtonen	Sotero Alvarado	
Patti Biley	Robert Baukholt	Deirdre Rowley	
Frances Beope	Sydney Rice		

I. Approval of Minutes

The meeting was called to order at 1:33pm in room 2780F. Minutes of May 19, 2010 were approved.

II. Old Business

- **1. Membership-**Frank notified the members that the membership list was approved by the Academic Senate; therefore, all nine members could vote.
- 2. Fall 2010 Completion Study-Frank shared with the members that the regional Coordinator is requesting all colleges to participate in the completion study on why students do not complete college and ways to increase student completion. The study involves a set of questions that will be used to interview students. The same questions will be used in each campus. Frank suggested utilizing flip cameras when interviewing students. The interviews would then be played in staff development meetings so faculty can get feedback on what helps a student complete and what doesn't. Kseniya asked how many students need to be interviewed. Frank said as many as they can but need to be a variety in age, gender, sex and nationality. The study would begin in September. Kseniya suggested identifying returning students. Frank added that it will also involve students who have not dropped. Kathleen suggested doing a survey because it would be easier. Frank responded that the regional Coordinator requested the study to be video. Kseniya expressed that one of the problems will be that some students do not have an email account.

III. New Business

- 1. 2010/2011 Basic Skills Goals-Frank stated that he will be emailing Poppy Copy excerpts to all users and also placing flyers in mailboxes to educate on what Basic Skills is trying to do. He wants to do as much as he can to increase staff development. Betsy shared that the High School system still have staff development and it is mandatory. She also added that staff development has to do with student success.
- **2. 2010/2011 Meeting Times** –The committee decided to meet the second Wednesday of each month at 1:30 p.m. for the 2010/2011 academic year.

IV. Other- Dixie distributed information on the clickers that Angie had requested. She stated that there is enough money to purchase the clickers. Dixie added that the company will provide training as well. Michael Heumann stated that they are working on a grant and one thing they can do is technology training. Kathleen asked if the clickers would be installed in the computer labs. Dixie responded that they would only be installed in classrooms. Kseniya expressed her concern on how faculty at the Calexico extended campus would be able to utilize the clickers if they are set up on main campus. Dixie suggested reserving the clickers. Betsy suggested talking to Rick Castrapel who has experience with clickers. She added that it would be good to have Rick at one of the Basic Skills meetings to discuss his experience. Dixie asked who would tests the clickers. The members decided to call a meeting in August for training.

Dixie reminded the members that the account used to pay tutors will be terminated after June 30th. New forms will need to be submitted starting July 1st. The members agreed to hire tutors for the summer out of Basic Skills funds, including the Calexico ESL tutor. Michael stated he does not have a problem with hiring qualified tutors but not as lab technicians. In the future, any tutors hired out of Basic Skills funds will need to be approved by the Basic Skills Committee.

V. Adjournment

The meeting was adjourned at 2:30pm. The Basic Skills committee will meet again on September 8th at 1:30p.m.