BASIC SKILLS INITIATIVE COMMITTEE MINUTES

Wednesday September 8, 2010 1:30 p.m. Room 2727

Present	Absent	Visitors	Recorder
Kathleen Dorantes	Deirdre Rowley	David Zielinski	Martha Navarro
Frank Rapp		Dr. Alfredo Cuellar	
Norma Nunez		Dixie Krimm	
Kseniya Kareva		Brian McNeece	
Eric Lehtonen		Taylor Ruhl	
Michael Heumann		Kevin White	
		Caroline Bennett	

I. Approval of Minutes

Minutes of June 9, 2010.

M/S/C (Eric/Kathleen) to approve minutes of June 9, 2010 as presented.

Action Items:

The members agreed to meet every fourth Wednesday of each month, at 1:30 pm, so it will not conflict with the SLO committee meeting.

M/S/C (Eric/Kathleen) to approve the above item.

II. 2010/2011 Action Plan

Frank shared with the members that there is a new Action Plan form coming out and the goals are being reduced to ten or twelve. He read an email sent by Lisa Brewster, Basic Skills Regional Coordinator, offering to assist with the 10/11 Action Plan. Kathleen stated that it was an excellent idea to invite Lisa Brewster. Kathleen also stated that they should begin working on the goals. Dr. Cuellar suggested asking Lisa Brewster to give the committee direction so they could be ready to move forward.

Norma Nunez briefly shared with the members about a diagnostic test given to high school juniors.

Brian McNeece stated that Efrain Silva requested \$12,000 for the Calexico Tutors. Dixie mentioned that there is about \$300,000 between the 08/09, 09/10 funds of which \$264,000 are currently allocated for Basic Skills faculty and that the remainder of \$36,000 should be allocated by the committee. She also reminded the committee that anyone being paid out of Basic Skills funds is contingent upon those funds.

The members briefly discussed the benefit of Cal-PASS. He also confirmed that Cal-PASS is paid through Basic Skills funds. Brian stated that he renegotiated how the funds would be reimbursed. He also stated that the MOU does not state the services provided but only the cost of Cal-PASS. He requested an audit.

III. 2010/2011 Budget

Frank notified the committee that he has not heard from the State. Dixie reminded the committee that all who are funded through Basic Skills funds are contingent upon funds. She also reminded the committee that it needs to

discuss professional growth. Eric stated that the Math Lab has no tutors. Caroline Bennett added that students are frustrated and walking out of the lab.

IV. Basic Skills Campus Communiqués

Frank stated that he has received a few responses in referenced to his email on A1 (effective practices). He prefers the responses to be to all users. He added that he will share the ideas when discussing the action plans with the Basic Skills committee. He also stated that by sending campus communiqués, it helps the campus better understand what Basic Skills is all about.

V. Other

Frank named the nine voting members approved by the Academic Senate. The voting members have not been filled. Kseniya suggested filling the voting members' positions first then discuss the time of future Basic Skills meetings because not all could make the 1:30 pm time. It was decided that the department should vote who the voting members should be. Kseniya suggested adding the ESL Chair as a voting member. Eric stated that because there are now ten voting members and with Frank being the tie breaker, the membership list has to be approved again by Academic Senate. Kseniya will ask Kevin Howell if he would like to be the Faculty representative for ESL. Kathleen stated that Deirdre was interested in being the faculty representative for reading. David Zielinski stated that Michael Heumann will discuss this issue during their meeting because there may be more than one person interested in being a voting member.

Frank asked the committee if they agree with him sending an email to non basic skill members to see if anyone is interested in becoming a voting member. He also asked the committee if they prefer that he sends out the email or the Division's Dean. Dr. Cuellar suggested both.

Eric introduced the new Math Lab Specialist, Caroline Bennett. Eric also shared with the members that Betsy Riehle does not want to represent the Math department as a voting member.

Frank briefly discussed an upcoming workshop. He will email the link to the members.

VI. Adjournment

The meeting was adjourned at 2:35 pm. The Basic Skills meeting will meet again on Wednesday, September 22, 1:30 pm.