



**BASIC SKILLS INITIATIVE COMMITTEE
MINUTES
Wednesday, August 28, 2013, 1:30 p.m.
Room 213**

Present	Frank Rapp	Jill Nelipovich	
	Caroline Bennett	David Zielinski	
	Betsy Riehle		
Not Present			
	Norma Nunez	James Patterson	
	Leticia Pastrana	Nancy Lay	
	Frank Miranda		
Visitors	Brian McNeece	Dixie Krimm	
	Terry Norris		
Recorder	Martha Navarro		

I. Opening of the Meeting

A. Call to order

Frank Rapp called the meeting of the Imperial Valley College Basic Skills Committee to order at 1:45 p.m. on Wednesday, August 28, 2013.

B. Approval of the Minutes

Minutes of March 27, 2013
Minutes of April 24, 2013

*M/S (David Zielinski/Betsy Riehle) to approve the minutes of the March 27, 2013, and April 24, 2013 of the regular meeting of the Basic Skills Committee, as presented.
The motion carried.*

Action Item

1. Travel Monies Request

*M/S (Betsy Riehle/David Zielinski) to approve Jill Nelipovich's request of \$530 to cover air fare, registration, parking, and meals to attend the Student Success conference scheduled for October 9, 2013 through October 10, 2013.
The motion carried.*

Information Items

1. Basic Skills Budget

- Dixie informed the members that the funds for 2011-2012 are held under one account. She added that it's best to leave them in one account until the committee

decides how the monies will be spent. After that, she will be able to move it to the appropriate account.

- Currently, funds available are \$32,893, which is left over monies from 2011-2012 and \$8432 from 2012-2013, which makes a total of \$41,325.
- Dixie explained how mid-year negotiations may affect salaries. If more monies are needed to cover Basic Skills salaries they'll be able to pull the funds from the \$41,000 left over.
- Currently, two salaries are 75% paid at from basic skills monies, one 100% and two at 20%.
- Frank still does not know the amount of funds the committee will receive. He added that the word is that it will be the same amount as last year.
- Frank explained the deadline to spend last year's monies is June 2015. Funds from 2013-2014 need to be spent by June 2015 because the state is now giving two years instead of three to spend the monies.

Discussion Items

1. 2013-2014 Basic Skills Goals

- Jill stated that she will be applying for a \$5000 CTA grant. David added that the grant is \$5000 per person and up to \$20,000 per group.
- Jill will be working on English data just like she did for the math lab. Frank suggested comparing the percentage of students versus individual students. Terry said that you can only track by class and teacher.
- Betsy suggested encouraging faculty to use the early alert program.
- David briefly explained E-Tutoring, a tutorial component that includes a writing lab and connects students to a live tutor day or night for tutorial assistance. The E-Tutorial can be for any class besides online classes. To join the consortium would cost between \$3000 and \$5000. David said that it's something that's worth pursuing. David will report more information in the next Basic Skills meeting.

2. Basic Skills Committee Composition

- Frank went over the Basic Skills Committee member composition. He welcomed any other faculty who wishes to participate.

3. POST / CTE- Ed Wells was not present to discuss

4. Basic Skills Data

- Jill stated that the coding for ESL is off and if someone encounters any problems, to notify the Data Reliability Committee by submitting a ticket through the service desk.

5. Other

- Frank read an email received from Leticia Pastrana in regards to the Accuplacer test and the waiting period to re-take the test. Leticia states in her email that students need to wait five months before re-taking the test. Every semester Leticia has non-Spanish speaking students placed in ESL classes, and most are high school students who did not take the Accuplacer test seriously. She feels these students do not benefit from being in the class. She believes students are unlikely to continue to advanced studies if they are placed in lower level classes. Leticia suggested the following:
 - She would like to see Basic Skills fund a person to re-evaluate these students and provide a more appropriate placement;
 - to pay the Assessment Center to allow these students to re-take the test with the condition of having them attend tutoring sessions or taking a counseling class to improve their study skills; and
 - to create a video portraying other teenagers discussing the outcome of not taking the Accuplacer seriously. She believes it would have more of an impact than current methods do.

Brian said he would speak with Norma about students re-taking the Accuplacer test.

The meeting was adjourned at 2:35 p.m.