Minutes
Basic Skills Initiative Meeting
October 21st, 2013
1:15-2:30 H-107

Attended: Mark Manasse, Ken Reinstein, Melanie H. Stuart, Daniel Miramontez, Lou Ascione, Daphne Figueroa, Wayne Sherman, Lisa Munoz

1. **Basic Skills Projects: Project Lead (or representative) Discuss 2013-2014 Plans for BSI Project** (10 min max)

    - MaryAnn Guevarra -- Counseling Classroom Presentation: No report
    - Sharai Forbes – English 43/49 Coordination: No report
    - Wayne Sherman – Math Lab: Peak number of tests this week to stay in their cohorts.
    - Daphne Figueroa – PLACe/Child Development/Online. Child Development needs tutoring coverage for evening hours for fall and spring. Fall they don't' have as many evening classes. Online tutoring going well with English. Amy Beeman went to City to review info for MOOC tutoring.
    - Mark Manasse –Lab: Have had a number of workshops on improving writing and technology skills. Professional development for IAs and Professors included reviewing readings in three ways: for content, for vocabulary, and for writing improvement.

2. **Basic Skills Research** Mark and Daniel will co-facilitate research meeting on 12/2. They will focus on a section of the research report.

3. **Institutionalize Tutoring Center Coordinators Update** Mark is working with Wheeler North on what our long term planning. Suggested that district, basic skills, and tutoring reps get together to make a long-term plan. Tutoring is continuing work to proactively not reactively institutionalize.

4. **Budget** 2014-2015 is the year we will have two funds to spend simultaneously.

5. **Regional Basic Skills** May have a conference on best practices of tutoring in San Diego in Spring 2014.

6. **Math Lab Project** – A majority of the session was spent on logic modeling the Math Lab Project: Inputs, Outputs, Outcomes, and Impact

Upcoming Meetings (All 1:15 to 2:30 in H-107):

11/4: Major topic: DSPS, Tutoring, Placement/Assessment
11/18: Major Topic: Revisit Math Lab Conversation
12/2: Major Topic: Research Meeting