

Minutes
Basic Skills Initiative Meeting
February 3, 2014
1:15-2:45 H-107

Joan Thompson, Lou Ascione, Mark Manasse, Donnie Tran, Lisa Munoz, Daphne Figueroa, Ken Reinstein, Sheryl Gobble

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

- Joan Thompson -- Counseling Classroom Presentation: MaryAnn has been meeting with Continuing Ed students. MaryAnn sent out email RE classroom visits today. Professors need to respond to her.
- Sharai Forbes – English 43/49 Coordination:
 - 43: Incorporating portfolios and replicating 49 model. 43 wants to move away from paragraph model. May need to change SLOs. Exemplary 43 portfolios may, at some point, be utilized to challenge 49.
 - 49: Revised portfolio requirements to include an additional unrevised, timed essay. Revised the portfolio rubric. New DTC scoring session: One read only during the meeting + norming; instructor of record to be the second reader and grades all the DTCs in his/her class. Splits will later be exchanged between two professors who are responsible for coordinating the grading/exchanging on their own (via e-mail or in-person meeting).
- Donnie Tran – Math Lab: Have plenty of Ed Techs and tutors. Want to improve “customer service.” Staff wearing vests to distinguish themselves from students. Everyone walks the floor. Donnie is also the PLACe math liaison. SIs from PLACe budget in Math Lab will focus on basic skills math classes. May lead to group tutoring in study room.
- Daphne Figueroa – PLACe/Child Development/Online: Have max 38/46 SIs in math as possible. Online pilot for math, English, chemistry, and child development. SIs in 49 classes. Child Development will have some night tutoring now who may also do online tutoring. District funded online tutoring platform for all campuses: Miramar using new platform for English 49 online, Math 46 online, hybrid SI for Chemistry (District funded \$250 for training SI on new platform). Pilot will be to test usage in Engl 49 & Math 46 with new platform. Plan to have data by mid-semester.
- Mark Manasse –English Center: Lab moved from I-122 to I-130. Lab/IAs received advanced NADE certification for its Course-Based Learning Assistance Program. 11 IAs this semester. Training sessions underway and will continue throughout the semester. Writing contest happening again.

2. Basic Skills Research Daniel (2 min) No Report

3. Tutoring Meeting Mark, Sheryl, Daphne: Discussion across curriculum before start of semester. Math, Science, Business, and English attended. L. Ascione mentioned heading up a task force on this issue. Contact Marie about task force.

4. Institutionalize Tutoring Centers Daphne/Mark: Buran was to meet with Chancellor and other presidents to discuss. Gail Conrad had presented to board about Student Success Plan. Current plan involves up front planning, with no academic support for students. How to bridge from getting students here to supporting them? Discusses using the words “Academic Success Centers” instead of tutoring.

5. Regional Basic Skills: Numerous local PD events in the works:

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|------------------------|----------------------------------|
| • LINKS 9 | • Credit/Noncredit |
| • Acceleration | • Common Core/College and Career |
| • Learning Communities | Readiness/Writing |

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6. Budget and BSI Project Suggestions Mark:

- 2013-2014 current budget -- 1665. We used part of this budget last year. Sunsets 6/30/14.
- 2014-2015 will have two budgets set to sunset 6/30/15.
 - Discussed using budget 1410 to match current year's budget (1665) and
 - Utilizing budget 1411 (a) to supplement budget 1410 to make all projects whole and (b) to be split up evenly among current projects for one-time special needs.

7. Update Action Plan

- 8. Discussion:** Mark will update Action Plan. Send out to committee to make updates before next meeting.

Upcoming Meetings (All 1:15 to 2:45 in H-107):

3/3 Budget. Action Plan.
3/17 Budget. Action Plan.
4/7
4/21
5/5