

San Diego Miramar College
Basic Skills Subcommittee
Co-Chairs: Roanna Bennie and (TBA)
October 6, 2014

APPROVED 10/20/14

MINUTES

Present: R. Bennie, S. Ballard, D. Figueroa, D. Tran, B. Stephens, S. Forbes, K. Reinstein, S. Gobble, S. Johnson, K. Todd

Absent: K. Krogh, L. Munoz, J. Thompson, M. Guevara, Dawn DiMarzo

Guests: L. Ascione, G. Ramsey

Call to order: The meeting was called to order at 1:22 p.m. by R. Bennie, and self-introductions were made.

1. Approval of Agenda. It was moved by K. Reinstein, seconded by B. Stephens, and carried unanimously to approve the agenda with the date corrected to October 6, 2014.
2. Approval of draft minutes.
 - a. It was moved by S. Forbes, seconded by K. Reinstein, and carried, with D. Figueroa abstaining, to approve the draft minutes of September 8, 2014.

Old Business:

3. BSI Coordinator (R. Bennie). The pool has been extended and the dates for interviews will be re-set accordingly.
4. BSI Report (R. Bennie). The report was approved by CEC and was submitted to District and to the State Chancellor's Office by the date due and will be provided to this committee.
5. Operational Plan (Bennie). It will be completed by the end of this semester.

New Business:

6. Budget Review (R. Bennie). This year's budget is \$327,051, and we've spent \$146,000+ to date, so we still have plenty of money to work with.
7. Reports.
 - a. Research report. S. Ballard distributed and discussed the new the Basic Skills report with corrections regarding ENGL 47A on p. 30 and MATH 34A on page 33 in the Outcomes section. Revised copies of the report are available from Dean Miramontez's office. S. Ballard is currently working on three supplemental reports: English IAs, English Lab and English 043 and 049. He will check status on The PLACe report for supplemental instruction and the District-wide supervised tutoring report. He will facilitate a college-wide discussion on the final section of the report which is student equity success indicators in December 1st during this committee's regular meeting time, in a larger venue.
8. Consideration of new and scaled-up projects. Project plans were presented and discussed for:
 - a. Math, by B. Stephens
 - b. English, by S. Forbes
 - c. The PLACe, by D. Figueroa

It was agreed by consensus that the projects will fall into three categories: those we know we're going forward with, those to take to the next level, and whose which should be more fully developed. At the next meeting we can have the projects which are ready to be advanced, put things in the queue, and take a closer look at the budget. It was agreed by consensus that equipment items for The PLACe which total under \$2,500 are approved, but anything over that comes back in the development phase for further discussion. R. Bennie invited email questions about status, and will provide a more specific accounting of the budget and will meet with the committee co-chair before the committee's next meeting.

9. Suggested items for next meeting.
 - a. Report and discussion from S. Ballard on the Equity Workshop for BSI.

Other: None.

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

Next meeting: October 20, 2014.

Reporter: K. Todd