

Minutes
Basic Skills Initiative Meeting
February 6th, 2012
1:00 to 2:30 PCR (A-102a)

Attended: Mark Manasse, Daniel Miramontez, Jerry Buckley, Joan Thompson, Daphne Figueroa, Carol Murphy, Juan Rivera, Lawrence Hawn, Sheryl Gobble, Ken Reinstein, Erica Murrietta, Lou Ascione

1. Basic Skills Projects: Project Lead (or representative) BRIEF Project/Data Updates

- Carol Murphy -- Math Lab tutoring: Confirmed that they would be using all of their BSI funds this semester. 114 students in two BSI lab classes this semester. Collected responses to Math Lab questionnaire. D. Figueroa asked if math could find a student to help with Board presentation and if the math lab project could get quantitative data about students who use the lab. BSI math professors are getting together to coordinate Math 34, 38, and 46 in an attempt to improve success rates. A question about why both math 34 and 38 are offered...they seem like similar courses.
- Dawn Burgess -- Child Development: No Report
- Naomi Grisham – STEP: No Report
- Joan Thompson/ Erica Murrietta – J. Thompson will inquire with D. Navarro about BSI budget expenditures. Didn't expend any money in Fall 2011.
- Daphne Figueroa – PLACe: On target with budget. Reviewed the services they offered, and decided to add more SI workshops and remove online SI for Math. Also added more workshops when lost an SI to move. C. Reed has SI in English 49. C. Reed also working as English liaison due to Amy Beeman not being able to use all FTEF budgeted for spring.
- Erica Murrietta -- Counseling Classroom Presentation: Fall 2011 had 19 class visits and included ESOL transitioning students from continuing ed. This semester, professors have contacted Erica to come do class visits BEFORE she sent out reminders demonstrating how this practice has become integrated into our Basic Skills classes and practice!
- Kevin Degnan – English 49 Coordination: No Report
- Francois Bereaud/Mark Manasse – Teaching Institute 2.0: Reading *What the Best College Professors Do* and expecting an even larger turnout this semester
- Mark Manasse – English/ESOL Lab and IAs: Have only six IAs because of limited budget. Have a new automatic swipe for checking and checking out of lab. Conducted two IA training sessions with professors. Next IA training session scheduled for 2/10.

2. Research of Basic Skills Projects: Daniel Miramontez

- D. Miramontez expressed great pleasure at how successful our co-facilitated (D. Miramontez and M. Manasse) BSI briefing was. It highlighted a best practice of integrated planning, and math has decided to make some changes to its BSI coordination: level coordination, investigating outcomes of course, and getting more adjuncts involved.
- Multiple Measures update for student placement? How is this decided? What is the weighting system? Process for editing? Jerry will discuss with L. Neault.

3. Budget: Mark Manasse

- Budget 1655: Must be spent by 6/30

4. Early Alert Webinar: Daphne Figueroa: Joan and Daphne will investigate and report back to committee.

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5. Placement Testing: Sheryl Gobble/Mark Manasse/Jerry Buckley

- Admin: Remove three-year ban on retesting? Ban can be waived by student or instructor waiver request. Who pays for cost? How many students can do this? Are students informed about this? What is our policy about how to handle these situations?
- Advertising/Prepping students: PLACe, Outreach, Counseling, Placement? Who should we bring into Conversation? Some students don't need placement test and can use SATs or previous grades for placement. How do we properly prepare students to study when they can't use previous scores/grades?

6. Ken's Survey: Joan and Ken will work on survey.

7. Basic Skills Marketing/Awards/Promotion

- Board Meeting (Daphne/Mark/Sonny): M. Manasse and D. Figueroa have been working on presentation and getting students to speak.
- League For Innovation (Daphne/Mark): Application due in April.

8. Discussion?

Upcoming Meetings (All 1:00 to 2:30 in PCR):

3/19
4/16

4/30
5/7