Basic Skills Initiative Steering Committee (BSISC) Minutes
Wednesday, December 14, 2011   2:30pm - 4:00pm
LC147

ATTENDEES
Susan Andrien, Cheo Massion, Melody Creel, Luz Moreno, Jim Arnold, Becky Reetz, Melody Creel

AGENDA ITEMS

ANNOUNCEMENTS

1. Becky informed the committee about an email from David Cook just sent and reporting on his trip to CASFAA. Information in the email is important to BSI and basic skills students regarding upcoming restrictions on Pell Grants (will change to six-year limit to complete degree), and BOGG fee waivers will likely be subject to a SAP (satisfactory academic progress) review. Becky will find out if ESL/Basic Skills courses will be exempt from the Pell Grant restrictions (new).

2. Susan and Cheo attended the workshop (12/13/11) on “Tutoring Strategies for ELLs” presented by the team who did this BSI-funded project over the spring and fall semesters: Rebecca Beal, Ingrid Kelly, Cara Statucki Kreit and Beth Patel. It was well presented and informative with a lot of time for group consideration and discussion of the materials/information presented. The video will be posted online.

UPDATE ON OUTSTANDING PROPOSALS AND FINAL REPORTS

1. Outstanding proposal – “Student Support Services for COM Student” (F. Mueller/R. Jacques). At the beginning of the new year, we would like an update on this project.

2. Cheo reported on the Dedicated Tutor Project which just finished last week (with the close of the semester) and which just had a team meeting earlier in the day. Cheo will be writing the final report with the team’s input/review, and it will be submitted in the first week of January. Susan mentioned that 6 sections of English98 now have Instructor of Records (IOR 7/10 of a unit) for the spring semester. Cheo also mentioned that the report will outline recommendations for the “Next Step” in this effort to supply extra support to basic skills English/SL sections.

SUMMER BRIDGE PROPOSAL TO MCF

The project has been put on hold at the request of Dr. Coon and Angelina Duarte. Some discussions have proposed that incoming students be required to take Study Skill Counseling classes (4-8 units).
FRANK CROSBY PROPOSAL
COLLEGE FOR ALL PARTNERSHIP (CAP) VIDEOCELEBRATION

BSISC considered Frank’s proposal in September. We are requesting now a small amount of clarification – 1) who is doing the actual work (list all paid staff/faculty); 2) proposal should state “not to exceed $5000”, and to pay the actual hours of work; 3) content review be done by BSISC members and Juan Carlos prior to finalizing the project and showing the video to entire college community. Approval of the project was agreed to when these changes have been made.

STUDENT SUCCESS TASKFORCE AND ACADEMIC SENATE RECOMMENDATIONS

A state-wide plenary of AS convened on 11/5/11 in Los Angeles. Sara McKinnon wrote to the college with the summary of that meeting and attachments regarding the recommendations under consideration. (See Sara’s email on 11/7/2011 State Student Success Task Force Recommendations - Urgent - please read; and on 11/10/2011, COM Academic Senate Resolution in Response to the Student Success Task Force). Susan also mentioned that Angelina Duarte had presented Student Success COM strategy to the Dept. Chair meeting (December). Susan distributed copies of Dr. Duarte’s presentation to the committee.

OFF-SITE RETREAT FOR 2012

The committee has decided to postpone any retreat for the time being. The idea for a retreat would be to formalize a plan which could be presented to administration regarding how we can best support basic skill students. One idea is to have a workshop for all faculty moderated by Vincent Tinto who is knowledgeable in retention issues and solutions for basic skills student populations. The workshop could possibly take place for Fall 2012 Convocation.

OTHER ITEMS

1. The committee would like to invite new members to join BSISC starting in the spring semester. Susan will find the original documents for new members to submit their information. As basic skills students take classes across disciplines, input by faculty and staff in other disciplines is sought.

2. Cheo reported that she attended a one-day workshop on acceleration at Chabot College (11/18/11). She attended the break out sessions for ESL, but English, Math and Counseling also had their own sessions. She will write up a one-page memo on the conference and issues for consideration.

3. With the members who were present, it was decided that the first Wednesday of the month would be the date for committee meetings. Time 2pm-4pm.

Tasks to be completed:
Susan
- To follow-up with Ingrid Kelly and her team for final submission (report and/or final posting information for the Tutoring ELLs Video).
- To follow-up with Faye on her project (with Rose Jacques) – “Student Support Services for COM Students”; request a written update or to attend our 2/1/2012 meeting with a brief update.
- To follow-up with Frank and request the changes/edit above to his proposal be made and re-submitted to the committee for files/record keeping.
- To locate the documents we have used in the past for inviting new committee members to join the steering committee (Becky has sent these).