



Basic Skills Initiative Committee
October 16, 2008 Minutes

MEETING TYPE: Staff
 Product/Project
 Special

Starting Time: 2:00 p.m.
Ending Time: 3:30 p.m.
Place: SU-18

Co CHAIRS: Fergal O'Doherty and Gary Sosa

ATTENDANCE: Cynthia Anfinson, Ruth Barnaba, Lee Chen, Marty Furch, Theresa Hogan-Egkan, Lynda Halttunen, Martin Japtok, Steve McDonald, Linda Morrow, Sue Norton, Bruce Orton, Mollie Smith

ABSENT: Michelle Barton, Berta Cuaron, Stan Levy

RECORDER: Joan Decker

Fergal O'Doherty and Gary Sosa called the meeting to order at 2:00 p.m. Minutes were approved (with changes noted) for the September 18, 2008 meeting, MSC, Halttunen, O'Doherty.

Co-Coordinator's Recent Trips: Fergal and Gary each attended the NCLC Association meeting recently in Memphis along with about 300 learning center administrators. They attended several sessions and gathered ideas for marketing and setting up successful learning centers. At one campus, full-time math faculty visit all math classes to market use of the tutoring center. Also lots of centers market using faculty brochures showing performance improvement statistics. A good strategy is to allow tutors and users of the center to go into classrooms and make a short presentation on their experience using the TLC and to get the Associated Student Government involved. These actions helped to shift attendance and success rates. Center names across the country were wide and varied and the names don't seem to affect the center success. Fergal attended a session with Sandra McGuire who is running the Louisiana State University Center for Academic Success (CAS) and has been working in this field for 19 years. She shared her contact information so that anyone working on the startup of our centers can contact her for advice. Everyone agreed that we should invite the students to name our center and we should get representatives from ASG involved but that we should be sensitive about calling it a tutoring center. To successfully start up the Escondido Center, we need to include Escondido students in the naming and marketing of the center. Fergal also met with Jane Mills recently and discussed universal access recommendations for staffing requirements at the Escondido Center. Staff need to be sensitive to cultural issues and familiar with learning issues ESL students encounter. Fergal attended the international HACU meeting last week in Denver. He was questioned a lot on how we are proceeding with setting up our HSI project. He will forward us a document he received on how to be an effective HSI institution. He said several of HACU's taskforce recommendations coincide with ours. Also, when we get our student cohort setup HACU will fund travel for students to attend regional and international HACU conferences.

Meeting with Architects on the Escondido TLC: Steve reported that a regular group has been meeting with Kris Kay, Architect with GKK Works, weekly and has developed a good design which he shared with the group. If the planning continues we expect to open the center on May 1, 2009. A recommendation was made to add lots of electrical outlets inside and outside the center.

TLC San Marcos Location: Steve discussed some options and received input and recommendations from the group. He will discuss them with VP Cuaron before proceeding. The group again discussed the need to encourage more ASG student representation on our committee. Marty said that a student will begin attending LOC meetings and perhaps can also work with the BSI committee.

Due to time constraints the committee approved to table items 5 and 6 until the next meeting.

Membership Changes: After further clarification with the committee, it was agreed that Marty will take the governance structure group request to the next Learning Outcomes Council to recommend for action: to add to BSI Committee membership the Tutoring Center Coordinator and the Director of Institutional Research and Planning.

Prioritizing HSI and BSI plans: Steve reported that the subgroup met and agreed on the action plans for 2008-09 that were sent October 14 to the Chancellor's Office. Steve reported that as we stated in our plans, he sent an email today to faculty in Math, English, Counseling, ESL, and Reading for volunteers to begin setting up learning communities in each of these areas. Gary said that he and Fergal will identify topics that need addressing and then seek and assign volunteers to meet weekly with a taskforce that will address each topic. Also, they will soon be identifying the First Year Experience Coordinator. Cindy Anfinson also teaches in the Math Department and has volunteered to be the Math representative for the BSI Committee.

Library Department's Proposal for Foundational College Skills Services and Materials: Gary distributed copies and asked everyone to review and email their comments to Gary and Fergal.

Sue Norton shared a wonderful Palomar alumni story related to basic skills education. She recently attended a CAPED conference and met a gentleman who said he attended the Palomar College Program at Camp Pendleton in the late 1970's. Sue taught some of those classes and was heartened to hear how his life has progressed. The Palomar Basic Skills Education Program (BSEP) was setup at Camp Pendleton to teach basic skills to recruits so they could complete their high school degree, awarded from Escondido High School, and have the opportunity to continue in the Marine Corps and rise in rank. He said because of his success with Palomar he continued his education and is now a Lt. Colonel in the Marines, a licensed clinical social worker and helps counsel soldiers, veterans, and their families.

The meeting adjourned at 3:30 pm.

Next Regular Meeting: Thursday, November 20, 2008 2:00-3:30 pm in SU-18

Special Meeting to Identify Taskforce Topics and Assignments: To be determined