



**Basic Skills Initiative / Hispanic
Serving Institute Committee**
November 19, 2009 Minutes

MEETING TYPE:	<input checked="" type="checkbox"/>	Staff	Starting Time:	2:00 p.m.
	<input type="checkbox"/>	Product/Project	Ending Time:	3:30 p.m.
	<input type="checkbox"/>	Special	Place:	SU-18

Co-CHAIRS: Fergal O'Doherty and Gary Sosa

ATTENDANCE: Marty Furch, Fergal O'Doherty, Gabriel Sanchez, Linda Morrow, Richard Borden, Glyn Bongolan, Kimberly Word, Martin Japtok, Steve McDonald, Gary Sosa, Sue Zolloker, Matthews Chakkanakuzhi, Theresa Hogan Egkan, Ruth Barnaba, Lee Chen

ABSENT: Cuaron, Medel, Norton, Halttunen, Arguello, Smith, Workman, Minemide, Gavin

VISITOR: Judy Wilson

RECORDER: Terri Wallace

Approval of October 15, 2009 Minutes

Action Plans amended and approved by McDonald, Japtok

Welcome New Co-Coordinator

Judy Wilson from the Psychology/Social Sciences Department will take over Fergal's position as BSI/HSI Co-Coordinator beginning January 2010.

New Hires

Siria Martinez has accepted the position of Title V/Hispanic Serving Institution Project Supervisor, beginning December 9, 2009. Jessica Perez Ambrocio has accepted the position of the Title V/HSI Tutorial Specialist, beginning, December 14, 2009.

Teaching Learning Center (TLC)

The center is doing very well and we currently have temporary staff keeping the center open from 8:00am-8:00pm until Siria and Jessica begin. Office space for the Project Supervisor is being pursued for both the San Marcos campus and the TLC.

On an average basis every hour 14 students are checking into the TLC. Fergal reported the 100 plus attendance for the Dia de los Muertos on November 2nd. Discussion followed about the TLC reaching new learners, faculty support and how the TLC is changing Escondido center. The focus of the TLC is remains to support student success.

Palomar Premiere

Late February Escondido Center will host a Palomar Premiere. Contact Tere Hogan Egkan for more information and participation requests.

Summer Bridge

Tere shared information for the upcoming Pilot Summer Bridge Summer 2010 targeting Escondido High School. The students who test in Math 15 are targeted for the program. The Summer Bridge Program is 4 weeks of intervention involving math faculty, 2 tutors, and a counselor Monday –Thursday from 9:00-11:00am.

The students will also meet in study groups in the math lab along with their tutor on homework. A post test will be given in hopes that students will jump to the next level of math. Dick Borden suggested incorporating Student Learning Outcomes with the post test. Friday the counselors will be working on special topics with the students. Tere and JoAnne lesser will be meeting with the Escondido High School Counselors early in December. Tere noted that in the future blogging would be involved and other information taken from a book called "Inside Out".

Supplemental Instruction

Steve reported that he sent an email to various departments asking if they would like an embedded tutor in class; however, only a mild response was received. We are interested in putting tutors in basic skills classes and or regular classes meeting the basic skill students needs in reading, writing, math ESL, and note taking. A set of criteria may need to be established and a model embedded tutor could present what they can do for the students and faculty. Discussion took place about the problem of low skill levels in courses where prerequisities are not required. An advisory may be needed for students to understand the reading and writing level needed for success in the class.

Embedded tutors are available to hear the questions the students are asking and coach them. Communication and wording does need to be explained to the students. A two-three week training opportunity is available in Kansas City, Missouri for the embedded tutor. Steve will follow-up by researching the training needed for the Supplemental Instruction Program Embedded Tutor.

Faculty Mentors

Tere reported the re-birthing of the faculty mentor program that will begin Spring 2010. Kevin Barrett and Morgan Peterson will run the program and encourage faculty to come aboard and work with FYE students. BSI will fund them at approximately \$6,000 annually.

Learning Communities

Steve reported that we had six LC's in fall and five LC's scheduled for spring 2010 with the embedded tutor in each section. Retention appears to be happening; however, success needs to be measured. It was suggested that fall LC instructors pass on information and tips to Spring 2010 instructors possibly very early in the spring 2010 semester.

BSI Tune-Up Kit and Rubric

Steve requested that the committee review the attached BSI Tune-Up Kit and Rubric to be discussed at our next meeting.

Next Meeting is scheduled for Thursday, January, 21, 2010.