



**Basic Skills Initiative / Hispanic  
Serving Institution Committee**  
*September 15, 2011 Minutes*

**MEETING TYPE:**  Staff  
 Product/Project  
 Special

**Starting Time:** 2:00 p.m.  
**Ending Time:** 3:30 p.m.  
**Place:** MB-15

**Co-CHAIRS:** Gary Sosa and Judy Wilson

**ATTENDANCE:** Gary Sosa, Judy Wilson, Leanne Maunu, Steve McDonald, Lee Chen, Richard Borden, Theresa Hogan Egkan, Cindy Anfinson, Linda Morrow, Ruth Barnaba, Marty Furch, Pam McDonough, Gabriel Sanchez, Lori Meyers, Nimoli Madan, Lisa Faas, Jamie Spirito, Lynda Halttunen, Calvin One-Deer Gavin, Cecilia Rocha

**GUEST:** Jeanna Pina

**ABSENT:** Cuaron, Carrillo, Smith, Schoneman, Nunez

**RECORDER:** Terri Wallace

**Approval of April 21, 2011 Minutes**

MSC: Halttunen, Morrow

**Update by Dean Stephen McDonald**

Steve McDonald said that the college has designated \$100,000 for tutoring but that how the funds will be divided had not been decided yet. This means that English, Reading, Math, and ESL departments as well as General Tutoring will receive a supplement which is greatly needed since the BSI funding was reduced.

The Instructional Planning Committee (IPC) added the following objectives to goal #2 (Strengthen programs and services in order to support our students' educational goals) of the Palomar College Strategic Plan 2013-Year 2 Action Plan: **2.6** Increase student retention, success, and completion by identifying and implementing academic and non-academic student support strategies designed to reach more students and **2.7** Working through the planning process, support innovative teaching and learning projects that directly impact student learning and success.

**Coordinators' Updates**

Leanne Maunu reported that fall Professional Development workshops are underway. Basic-skills workshops have been integrated into the calendar of Professional Development workshops that is available on the Professional Development web pages <http://www.palomar.edu/pd>. A guest speaker has been arranged for a workshop about AB 540 students in October.

Judy Wilson reported that she is working on making Learning Communities move beyond basic-skills classes to transfer-level classes. At this time seven Spring 2012 Learning Communities have been confirmed including five basic-skills Learning Communities combining classes in English, Reading, Math, and Counseling which continue to work well together. In addition we have three transfer-level Learning Communities: two linking Psychology and Library Technology and one linking Reading and Psychology. Learning Communities will be promoted by visits to the classrooms with LC flyers for students. Plans are being made for an LC faculty orientation toward the end of fall to prepare faculty for the following semester.

Tere Hogan-Egkan reported that our newest workgroup team member, Jeanna Pina, has been an enormous help with the Summer Bridge project. The 2011 Summer Bridge program included pre- and post-program

assessments in math and integrated math with reading and counseling skills. The program instruction included three faculty and eight tutors. Thirty-five of the forty-four students that attended the program moved from Math 15 to Math 50. Tere noted that Summer Bridge isn't just a summer program but a "First-Year Experience" program. Contact continues with the student and their families including emailing success tips periodically throughout the semester to alert them to dates, deadlines, and other important information.

Gary Sosa reported to the committee that Siria Martinez, Title V HSI Project Supervisor, has left her position at Palomar College and that the replacement process will begin immediately. Gary told the committee that the TLC has fourteen tutors (2 ESL, 5 English, 7 Math) and two counselors, Kristen Pogue-Cely and Ann Nelson available this semester. Teaching and Learning Communities' staff and tutors have been going to classrooms making TLC presentations. Gary noted that more faculty are using the TLC and that fall workshops are beginning today with "Strategies for Studying Smart" offered by counselor Sarah Moore. Gary also spoke about the addition of the TLC on the San Marcos campus and that it continues on schedule for opening in early 2013.

### **Goals of the Year - BSI Action Plans**

Steve McDonald reported that only five action plans and measurable outcomes are requested for 2011-2012 BSI Action Plans, which are due to the state on October 10, 2011. Approval of 2011-2012 BSI Action Plans:  
MSC: Furch/Halttunen

An in-depth discussion took place about adding the Early Alert System to the BSI Action Plans.

### **Approval of the revised Action Plans – (see attached revised Action Plans)**

MSC: Halttunen, Furch

### **Formation of Learning Community Workgroup**

Judy Wilson reported the group that attended the Learning Communities Summer Institute in Washington this summer has recommended the formation of a Learning Community Workgroup at Palomar College. This workgroup would guide and direct the growth and success of our Learning Communities program. Learning Communities are a large enough task that input and cooperation are needed across campus. The Learning Communities workgroup would meet every other week to discuss the development and progress of Learning Communities and report back to the larger BSI.HSI Committee. Actions and directions would be proposed and hopefully members of this BSI.HSI Committee could be recruited to support this workgroup. The workgroup would select materials, endorse or modify integrated assignments, and discuss how to recruit students and faculty. The product would be the schedule of LC's each semester.

A motion was passed by the committee to endorse the Learning Communities Workgroup.

The meeting ended at 3:30 p.m.

Our next meeting is scheduled for Thursday, November 17, 2011 from 2:00 p.m. to 3:30 p.m. in room **MD-321**.