



Basic Skills Initiative / Hispanic Serving

Institution Committee

October 17, 2013 Minutes

Approved Date: 11/21/2013

MEETING TYPE: ☒ Staff
☐ Product/Project
☐ Special

STARTING TIME: 2:00pm
ENDING TIME: 3:30pm
LOCATION: AA-140

Co-Chairs: Cindy Anfinson, Patrick O'Brien

Members Present: Patrick O'Brien, Cindy Anfinson, Marlene Forney, Melinda Carrillo, Erica Duran, Lori Waite, Lawrence Lawson, Lee Chen, Nimoli Madan, Erin Feld, Perri Larson, Sonia Gutierrez, Shayla Sivert, Debra Avila, Ruth Barnaba, Calvin One-Deer Gavin, Anel Gonzalez, Katelyn Morikawa

Members Absent: Wendy Nelson, Leanne Maunu, Rodolfo Jacobo, Wendy Kinsinger, Richard Borden, Cecilia Rocha, Mollie Smith, Berta Cuaron or designee

Guest(s): None

Recorder: Anel Gonzalez

Cindy Anfinson called the meeting to order at 2:08 p.m.

Cindy led a brief introduction and welcome. Two new members: Anel Gonzalez is the TLC Specialist coming from EOPS after 10 years; Katelyn Morikawa is our new student representative appointed by ASG.

MSC Duran/Gutierrez to approve the minutes of September 19, 2013, meeting as presented.

Basic Skills Committee/Title V, HSI Steering Committee Update

Committee members were provided a draft of a Basic Skills Committee/Title V, HSI Steering Committee Governance Structure that included all the suggestions and changes made by members during the August meeting. Patrick OBrien prefaced the discussion by pointing out that the HSI Grant has ended, thus the need to remove HSI mandates and a good opportunity to include the recommendations of Student Success Support Programs (SSSP). Several suggestions were made, and Patrick said he would revise the draft to include the recommendations and email the updated draft to committee members. The revised draft will be brought back to the next meeting as an action item.

The second part of the discussion revolved around the possibility of having the BSI Committee joining another committee to address issues regarding Student Success Support Programs. Several topics were discussed including a similar discussion going on regarding a possible SSSP Committee in other parts of the campus, mainly in Student Services under new leadership with VP Gonzales and Dean Stockert. Several members raised concern about deactivating the committee since they volunteered to work on issues that affect basic skills students. Patrick felt basic skills students would be better served if the Basic Skills Committee joined the SSSP committee as opposed to reporting to it. We will continue to discuss this topic at our next meeting.

Faculty Resource Center

This was a brainstorming session with an exercise to find out what faculty would like to see at the FRC.

This is the collection of ideas that the committee came up with:

- A successful project table; display a successful project from a professor monthly

- Learning communities for faculty; not necessarily academically driven
- Don't let this space define the purpose
- On-duty faculty mentors; sounding board for faculty to bounce ideas off of
- Round table with interactive projector that projects on the table, can go from web site to web site by tapping on the table
- Grouping around in easy chairs; faculty can see a video (TED?) or similar
- Faculty resource library
- Help teachers help students; teachers meet with students to find out how they (teachers) are doing
- Have faculty become a resource to students (mentors)
- Tablet lounge
- Free snacks and coffee and tea
- Home to focus groups which could have a constantly shifting focus regarding SSSP and Basic Skills
- Space for instructors to meet with their embedded tutors
- Cork board used to spread info about conferences, activities in departments, etc.
- Presentation of the week or of the month for faculty – maybe a plenary featured presentation of the year
- Second language resources – increase awareness of our students – awareness of populations
- Feedback from part-time faculty on their needs!!!
- Copier

Patrick emailed the list and will send links to other FRC to committee members for further research.

Coordinator Reports

Learning Communities

Patrick announced that they are looking in to developing year-long learning communities similar to LeapStart classes. Also, learning community classes will be offered at the TLC.

Summer Bridge

- Survey: Cindy took a survey of faculty and staff who participated in FYE Orientation to get feedback on how to improve for next year.
- Distribution list for FYE students: students are being emailed information about FYE services and activities. Anel is calling students.
- FYE Alert: Sent out FYE alerts to faculty teaching FYE students; there were some technical glitches, but they have been resolved.
- Counselors: Cindy has been communicating with counselors on a regular basis and addressing issues like “no shows.”
- Spring Registration Assistance Days: Students have been emailed, and registrations for these workshops are open.
 - Monday November 4, 3 – 5PM
 - Thursday November 7, 2- 4PM
 - Wednesday November 13, 9:30-11:30AM

Announcements

Cindy announced that she has been alerted to common core workshops. The workshops will discuss how common core is going to impact Math specifically and that there will be other workshops on other subjects. She encourages all faculty members to look out for that. Shayla echoed Cindy, saying that common core will affect our students and that she, together with others, has already begun meeting with K-12 school districts to discuss common core.

The meeting adjourned at 3:24p.m.