



**Basic Skills Initiative / Hispanic Serving  
Institution Committee**  
*March 13, 2014 Minutes*

*Approved Date: 04/17/2014*

**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:** Cindy Anfinson, Melinda Carrillo, Lori Waite, Lee Chen, Nimoli Madan, Erin Feld, Shayla Sivert, Juan Rivera, Debra Avila, Ruth Barnaba, Cecilia Rocha, Katelyn Morikawa, Anel Gonzalez, Richard Borden

**Members Absent:** Patrick O'Brien, Leanne Maunu, Marlene Forney, Erica Duran, Wendy Nelson, Perri Larson, Wendy Kinsinger, , Brian Stockert, Mollie Smith, Berta Cuaron or designee

**Guest(s):**

**Recorder:** Anel Gonzalez

Cindy Anfinson called the meeting to order at 2:10 pm.

Cindy informed the Committee that Patrick would not be present due to his participation on Jury Duty. She led a brief introduction and welcome.

### **Coordinator Reports**

#### FRC & Learning Communities

- Patrick sent in his report stating that he had emailed all faculty and past LC instructors to see who is interested in participating in a LC in Fall 2014. There have been 0 responses so far.
- He asked English and math department chairs to forward an email request for FT faculty on Monday (March, 10<sup>th</sup>) to attend the National Summer Institute on Learning Communities on July 14 – July 18. Anyone who is interested is to respond by this Friday, March 14, 2014. There have been no responses as of then.
- On March 4<sup>th</sup>, he spoke with Emily Lardner, co-director of the Washington Center for Improving the Quality of Undergraduate Education from the Washington Center about the team that is visiting this summer. She expressed some concerns about logistics and the creation of a year-long Learning Community at this time.
- On March 7<sup>th</sup>, TLC San Marcos had a very successful grand opening.
- On March 10<sup>th</sup> the position announcement for new Faculty Resource Center coordinator was sent to faculty. Candidates must respond by 3/28/14. Faculty Senate will confirm/select on March 31<sup>st</sup>.

#### Summer Bridge

Cindy reported that the Summer Bridge application is now on eServices. The faculty for SB is set. For English we have Sue Zolliker and Fergal O'Doherty. For ESL we will have Larry Lawson and Lee Chen. For Math we will have Mathews Chakkanakuzhi and Juan (Andreas) de la Cerda. For Reading we will have Melinda Carrillo. Cindy is still working with counseling to identify faculty.

### Math Readiness Camp

This new pilot program is a two-week math placement test prep course. It will be offered as a .5 unit Math 47 this year. It will be May 27 – June 6 from 9am – 3pm, Tuesdays – Fridays. Students can take it credit/no credit. Continuing student only (it will not have a reading or counseling component). Fliers have been distributed to the Math Center, Math Department, STEM Center, Veterans, Counseling, Assessment, and TLC.

### SDG&E Grant Proposal

Cindy reported that she and Debra along with the Palomar College Foundation applied for a grant from the foundation that would cover a \$50 book voucher and student activity cards for Fall & Spring for FYE students. During the grant-writing process (which was about 1 week), discussion began about possibly piloting a Summer Academy for CTE. We are compiling a list of faculty who might be interested and will meet at a luncheon to brainstorm ideas on April 25<sup>th</sup>.

### SSSP Workgroup Reports

- Outreach/Marketing – Debra reported that there are 19 people on the workgroup; right now they are collecting information. Outreach and marketing will play a small role in 3SP –but it's a good start to a bigger campus conversation on a united front marketing Palomar's programs.
- Follow-up- Shayla reported that, similar to the outreach/marketing committee, they are collecting data on the activities that happen throughout campus that "touch" our students in the hope of coming up with a unified approach to follow up with our basic skill and high-risk populations.
- Counseling/Advising – Lori reported that they have 10-12 members. They have met twice and have had a dialog about the functional difference between advising and counseling. They meet every Friday.
- Orientation – Cindy reported that they have compiled a list of orientations throughout campus. CTE and Student Services offer a lot of orientations. There are very few orientations on the instruction side. Fall 2015 College APP will be moving to CCC Apply.

**MSC Borden/Feld** to approve the minutes of February 20, 2014, as is.

### **Activity**

Activities will be held until the whole group reconvenes next month.

### **Announcements**

Future Meetings –The meeting in May will be held the second Thursday of the month on May 8, 2014 from 2:00pm – 3:30pm.

The meeting adjourned at 2:43pm.

Next meeting will be April 17, 2014.