



Basic Skills Committee

March 17, 2016 Minutes

Approved Date: April 21, 2016

MEETING TYPE: ☒ Staff
☐ Product/Project
☐ Special

Starting Time: 2:00 p.m.

Ending Time: 3:30 p.m.

Place: H-306

CHAIRS: Cindy Anfinson and Carol Lowther

MEMBERS: Cindy Anfinson, Jennifer Backman, Ruth Barnaba, Open Position (ASG Representative), Barbara Blanchard, Melinda Carrillo, Lee Chen, Erin Feld, Kelly Falcone, Kevin Kearney, Carol Lowther, Nimoli Madan, Dana O'Callaghan, Suzanne Sebring, Shayla Sivert, Cindy Torgison, Rosalinda Tovar

Members Benhui Zhou, Lori Waite, Kate DeConinck, Dan Sourbeer or designee, Debra Avila, Glyn Bongolan,
Absent: Calvin One-Deer Gavin

RECORDER: Rosalinda Tovar

A) Minutes

- 1) Approve Minutes of February 18, 2016
- 2) M/S/M: Erin/Melinda
- 3) Abstentions: Barbara Blanchard
- 4) Introductions: new members

B) Information Items

- 1) CAP Training – Carol
 - i) California Acceleration Project: fabulous program
 - ii) Carol/Lawrence have attended in the past: no longer free
 - iii) They are currently accepting applications for next year.
 - iv) English Strand/Math strand, meet 2-3 days in winter and spring
 - v) Stats: 61 Ca. Community Colleges have participated: 2014 evaluations show: dramatic gains in student completion rates in transfer level English and Math compared to traditional remediation
 - vi) Achievement gaps eliminated for Af Am students!
 - vii) Handouts available
 - viii) If interested contact Carol.
 - ix) Cindy Torgison attended and it helped in the development of new statistics class at Palomar.
- 2) BSI Funding Request Rubric – Cindy (move to action item in April)
- 3) 2014 Basic Skills Report
 1. Research & Planning: reports for 2013, 2014 available online
 2. Table of contacts
 3. Learning Communities, TLC, Tutoring, Summer Bridge Program, Student Satisfaction Survey
 4. Summer Bridge #: Cindy has been sending information to departments
 - a. English-23 enrolled

- b. ESL Jam 55- 5 enrolled
- c. ESL Jam 101- 4 enrolled
- d. Math Jam- 72 enrolled
- e. ESL Escondido- 6 enrolled
- f. Cindy and Rosalinda will be visiting larger high schools
- g. Carol will visit classes
- h. ESL ESC – TLC staff will visit classes
- i. FYE: 36 applications so far

C) Action

- 1) Faculty Volunteer to SSEC
 - a. Faculty member, please contact Cindy or Carol if interested
- 2) Basic Skills Funding Requests
 - a. Have not developed a process and scoring rubric
 - b. Currently 5 requests/Carol met with Shayla pre-screened to see if requests met guidelines for funding—they all did.
 - c. Money is available, all projects will be funded
 - i. Embedded tutors for Reading 49
 - ii. Erin Feld – CRLA Conference
 - iii. DRC Embedded Tutor for English DR 15
 - iv. DR 25: Math
 - v. Shelby Mayo: AMATYC Project ACCESS—professional development/ attend conferences
 - vi. English 10 Cinema 100/ LC Embedded Tutoring
 - d. Proposed funding application/evaluation process- will be sent out to group over email, will be discussed at the next meeting in April
 - e. Suggestions on how we would move requests along in a process to be determined
 - i. Pre-screening by Committee Co-Chairs
 - ii. Rubric- to know how applications scored
 - iii. Subcommittee a possibility
 - iv. Need to know how much \$ is available
 - v. For next year: work on PRP requests early in semester, Dean can refer the department to a funding source, then whatever is not funded by source (BSI....) PRP can pick up the rest.
 - vi. We will need to work out a process.
 - vii. How get through all of these requests?
 - viii. Give the campus community awareness of funding sources available/transparency.

D) Activity

- 1) Review/Revise Basic Skills Action Plan 2016: Goals and Activities-- future meeting.
- 2) Other: Announcement: proposed new meeting time for committee meetings (due to the compressed calendar)
 - i) Third Thursday of month, 2:30-4:00pm
- 3) Adjourned at 3:20

Next Meeting: April 21, 2016 in H-306