



## Basic Skills Committee

September 15, 2016

Approved October 20, 2016

MEETING TYPE: ☒ Staff  
☐ Product/Project  
☐ Special

Starting Time: 2:30 p.m.  
Ending Time: 4:00 p.m.  
Place: H-306

**CHAIRS:** Gabe Sanchez and Lori Waite

**MEMBERS:** Cindy Anfinson, Debra Avila, Jennifer Backman, Ruth Barnaba, Open Position (ASG Representative), Melinda Carrillo, Lee Chen, Erin Feld, Kelly Falcone, Dana O'Callaghan, Gabe Sanchez, Shayla Sivert, Rosalinda Tovar, Lori Waite, Benhui Zou

**Absent:** Barbara Blanchard, Kate DeConinck, Kevin Kearney, Calvin One Deer Gavin, Suzanne Sebring, Dan Sourbeer or Designee, Brian Stockert

**RECORDER:** Rosalinda Tovar

Estimated Start Time

Introductions of all present members

### A) Minutes

- 1) Approve Minutes of April 21, 2016
- i) M/S: Melinda/Erin, approved by all

### B) Action Items

- 1) Long-Term Goals (see attached) Revised SP 16, set to approve FA16
  - a. Goal 1: need to add DR 20/ Learning Disability Specialist Van Dyke set to present PD workshops address learning strategies specifically to students with learning disabilities, need to expand on this.
  - b. Goal 2: Not discussed in detail
  - c. Goal 3: need to get baseline numbers to understand "increase"/ Lee will take this back to ESL Dept. Mtg.
  - d. Goal 4: Need to talk to English/ All pertinent departments first before we can pilot any programs
  - e. Goal 5: Modify to "through reading sequence" add funding allocation needs
  - f. Shayla will discuss budget amount allocations in her report
  - g. Will see shift in "success" rates once Palomar College implements "Common Assessment"
  - h. Need access to data: accessible through Chancellor's Office--Data Mart
- 2) M/S: Cindy/Erin-- approved
  - a. Table "Action item #1" this meeting, bring back as "Action Item" at a later time after these have been presented to departments for feedback.
- 3) Funding Rubric
  - a. Discussion-
    - i. Form to be used by subcommittee when funding requests are made to BSI
    - ii. Rubric will be used to score requests—work in progress, will be adjusted as necessary
  - b. M/S: \_\_\_Cindy: approved

- 4) Funding Application and Evaluation Process
- 5) Creation of subcommittee (5 members) to evaluate funding proposals
  - a. Volunteers for subcommittee:
    - i. Kevin Kearney
    - ii. Ruth Barnaba
    - iii. Benhui Zou
    - iv. Dana O'Callaghan
    - v. Lee Chen
  - b. M/S to approve subcommittee for funding proposals: Cindy/ Shayla-- approved

**C) Information Items**

- 1) Summer Bridge and FYE - Gabe
  - i) 7<sup>th</sup> year of Summer Bridge!
    - (1) Snapshot of SB performance for different SB Programs (98 total participants)
    - (2) Students attending
    - (3) Student placements
  - ii) FYE: 450 applications/ 357 enrolled in fall 2016/
    - (1) 159 students attended orientations, this year "Resource Fair" was added
      - (a) am/pm sessions: 2x attendance for evening
      - (b) 192 in current cohort
  - iii) SSEC funding for FYE:
    - (1) Textbooks→Fall 2016: Bookstore gift card (\$50) incentive to attend 1 workshop and 1 counseling
    - (2) Textbooks→Spring 2017: Bookstore gift cards (2, \$50) incentive to attend 1 workshop and 1 counseling session
  - iv) Field trip to the Getty Villa--November 11, 2016
- 2) Learning Communities and Village Mentoring - Lori
  - (1) Learning Communities are strong!
    - (a) 1(ENG 10/CINE 100): 29 students
    - (b) 2 (ENG 50/READ 51): 28
    - (c) 3 (Math 50/Counseling 110): 27
    - (d) 4 (Algebra 2 in 1—Math 52A, Math 50/Math 60): 28
    - (e) 5 (LEAPSTART—ESL 101/ESL 131): 15
    - (f) 6 (ENG202/ENG205)—DELINKED
    - (g) 7 (ENG 280/SOC 115)-- DELINKED
    - (h) 8 (READ110/BIO 100): 28 students
  - ii)
    - (1) Village Mentoring, literary reviews and development in the works.
- 3) TLC - Debra
  - i) 18 current Skillshop offerings: San Marcos
  - ii) Skillshops site: contact Chris Norcross to add dept. skillshops across campus
  - iii) Conversations will take place to discuss changing layout to add the other Skillshops, other types of skillshops (online)/ add another tab?
    - (1) Dashboard
    - (2) Quantitative reasoning

- (3) StudentLingo...
- iv) Counseling available
  - (1) SM priority for TLCSM program students
  - (2) Other students same day next day only
- v) Other services
  - (1) Writing tutor Mon-Thu 3-5pm
  - (2) TLC ESC Skillshops: 13 scheduled, 6 brand new!
  - (3) "Math Success While Reducing Anxiety" at ESC (Sat 10/01/16, 8-11am), SM--pending
  - (4) TRiO, EOPS helping us promote Skillshops—thank you!
  - (5) 60 class presentations by tutors and TLC ESC staff
  - (6) Tutoring (ESC) has picked up, new tutors, hoping for more tutors soon.
  - (7) Faculty using TLC ESC space, this is very exciting.
- 4) Suspension of 16-17 Basic Skills Action Plan
  - i) Shayla: state decided to suspend for BSI, 3SP, SE: the state is regrouping
  - ii) All having similar issues, lots of overlap. No action plan
  - iii) As a committee we will need to submit an "Expenditure Report" based on how the state defines it
  - iv) BUDGET: we have 2 years to spend every allocation we receive
    - (a) BSI 303: 2016 2017 have until 17-18 to spend
    - (b) BSI 302: 2015-2016 (still spending) must be spent by end 16-17 to spend
    - (c) We may not have a separate BSI allocation next year.
  - v) BSI Tutorial Specialist positions, all into 16-17 budget, \$14,000 over our spending limit
  - vi) Every dept. has \$ allocated for tutoring to some extent
  - vii) Nothing put in for PD, everything from last year covered.
  - viii) Then we will see if we have \$ for funding requests, subcommittee set already!
- 5) Blending Committees
  - i) Discussion on the table BSI, 3SP, SE: discussions at state level
  - ii) Discussions are very different at BSI committee meetings as compared to Student Success & Equity Council meetings
  - iii) Date, time will not work for Reading department, this matters for representation purposes
  - iv) Basis Skills one of the workgroups?
  - v) Next meeting generating pro/con list
  - vi) How can we better connect the work of both?
  - vii) Deadlines on process on what we want to do.

#### **D) Activity**

- 1) None
- 2) Other- next meeting discussion on "interactive classrooms" -- how can we solicit feedback from instructors?
- 3) Meeting adjourned at 4:05

**Next Meeting:** October 20, 2016 in H-306