



## Basic Skills Committee

September 21, 2017

*Meeting Minutes- APPROVED 10/19/2017*

MEETING TYPE: ☒ Staff  
☐ Product/Project  
☐ Special

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

**CHAIRS:** Gabriel Sanchez and Lori Waite

**MEMBERS:** Cindy Anfinson, Debra Avila, Ruth Barnaba, Melinda Carrillo, Lee Chen, Katy Farrell, Tracy Fung, Sherry Goldsmith, Natalie Lopez, Gabriel Sanchez, Suzanne Sebring, Nicole Siminski, Shayla Sivert, Rosalinda Tovar, Lori Waite

**GUEST:** Olga Diaz

**RECORDER:** Rosalinda Tovar

**ABSENT:** Kelly Falcone, Alan Aquallo, Jack Kahn or designee, Brian Stockert, Calvin One-Deer Gavin,

### A) Call to order @ 2:34pm

### B) Approval of Minutes

- 1) Approve Minutes of May 18, 2017
- 2) M/S: Cindy/Melinda
- 3) Abstentions: Ruth Barnaba, Sherry Goldsmith, Katy Farrell, Nicole Siminski, Tracy Fung, Natalie Lopez

C) Introductions

D) Announcements

### E) Action Items

- 1) None

### F) Information Items

- 1) Announcements- Any
- 2) Summer Bridge and FYE – Gabe
  - i) GS to send out concrete stats
    - (1) Quick updates- questions about Promise
    - (2) Promise will continue, continually linked with FYE
    - (3) Adding more schools
    - (4) Intent to expand FYE, serve more students
    - (5) 1557 active FYE students, they are ACTIVE
    - (6) ½ cohort Promise benefits under 800

- 3) Learning Communities and Mentoring - Lori
  - i) Thriving, all full
  - ii) PUENTE over cap with 36 students originally set for 26 students
  - iii) Cinema maxed out
  - iv) Accelerated Math Gateways maxed out
  - v) Read 110, BIO 100 26 /had to cap at 28 due to Reading cap
  - vi) Working on restructuring mentoring
- 4) TLC - Debra
  - i) Skillshops are phenomenal
  - ii) Students are signing up and attending, have added more skillshops
  - iii) Visits SM 2620 visits/ 897 unique students
  - iv) Last year 9.4% increase in visits 20% increase in # visitors
  - v) ESC slight decrease from last year: 8% visits, 7% decrease visitors
- 5) Adult Basic Education Block Grant (AEBG)- Suzanne
  - i) This will be standing item
  - ii) Pre/post Reading/ Math/ ESL
    - (1) Trained proctors assisting
    - (2) Feedback- its informative
    - (3) Currently at 400ish, moving in the right direction
    - (4) Task Force put together
    - (5) Programs being developed for older adults- music, choral, fitness, medical skill building for nursing or EME fields (curriculum is still through chancellor's office)
- 6) 3SP/SE/BSI Integrated Plan – Olga Diaz
  - i) Plan is now due December 15<sup>th</sup>
  - ii) We are integrating plans: 4 categorical areas—overlap enough to where they are now being consolidated
    - (1) SSSP- core service delivery, orientation, assessment, counseling, retention activities,
    - (2) NCSSSP- same as SSSP, primarily focused on non-credit ESL (historically)
    - (3) Student Equity- disproportionately impacted students, our campus: veterans, foster youth, African American/ Latino males, Students with disabilities
    - (4) BSI- basic skills initiative
  - iii) Challenges: legislative lines still the same for each, the money is different and that is not changing
  - iv) Blend duties but cannot blend money
  - v) Told to budget with assumption that we would be receiving 80% of last year's budget: we would be \$1 million short
  - vi) Condensed plan proposed: training, templates
  - vii) Integration of SSSP and Equity is smoother, in relation to the integration of BSI
  - viii) Integrated plan currently moving through shared governance process, the goal is to get governing board approval at November meeting
  - ix) Condensed plan, all of the details will be available in internal documents, this report has to be very concise (big picture, operational)
  - x) All previous versions available on website
  - xi) 1<sup>st</sup> reading will hopefully be at the October meeting, second reading before it goes to the board.
  - xii) Legal restrictions on funding sources- Olga handout
    - (1) BSI will always have a minimum of \$100,000

- (2) Only 5% or less of total allocation can be used for professional development
- xiii) Purpose of integration to leverage resources to serve all of the students we need to serve.
- xiv) Overview of integrated plan draft, page by page.
- xv) Survey link to provide feedback—Olga will send out

**G) Adjournment @ 3:57 pm**

**Next Meeting:** October 19, 2017 in H-306