

## Basic Skills Initiative Committee

### Meeting Minutes

Thursday, April 19, 2018

HM 234

12:50pm – 1:50pm

Call to Order: 12:53pm

I. Roll Call:

Chair

Kathryn Stevenson, Ph.D.

Attendees

Jennifer Cruz, Jennifer Escobar, Melanie James, Joyce Kim, Mari Lopp, Gabriela Maerean, Kari Richards-Dinger, Nikki Thurston, Andrew Sanchez, Dana Shedd, Iiyshaa Youngblood

II. Adoption of the Agenda

Motion: Kim, Second: Youngblood: Unanimous approval

III. Approval of Minutes from February 15, 2018

Motion: James, Second: Richards-Dinger: Unanimous approval with two abstentions.

IV. Student Equity Presentation

- a. Andrew Sanchez, Cordell Briggs, and Audrey Mae Hernandez joined the meeting to present Student Equity data for 2014-2017. More research is needed to link actions with trends.

V. Old Business

No old business to discuss at this time.

VI. New Business

a. AB 705 Updates

i. Board of Governors' meeting report by Laura Hope

Jennifer Escobar reported on Laura Hope's presentation and three points at which transformation occurs: pedagogy changes, assessment and placement, and high levels of institutional support programs.

ii. Memo on Guidelines for English

> Changes to English course offerings

Kathryn Stevenson reported that the plans to eliminate English 50 and 80 in Fall 2018 have been delayed until Fall 2019 due to too many institutional barriers. There will still be 14-16 sections of the co-req offered.

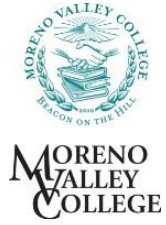
b. Professional Development offerings

i. 3CSN Conference: April 20-21<sup>st</sup>, Ventura, "The Fierce Urgency of Now: Preparing for Change"

> Kathryn Stevenson is attending this conference with VP Lopez's support.

- ii. 3CSN Summer Institute: June 10-15, UCLA’s Lake Arrowhead—Math and English teams requested for full AB 705 implementation by Fall 2019
      - > Kathryn Stevenson reported that the team application for this event is due soon so any interested individuals should contact her ASAP.
    - c. Budget Allocation Revisions—underway
      - i. Professional Development has nearly used up the original allocation, so Kathryn is working on revising the budget.
- VII. Guided Pathways
  - a. There will be two forums on Guided Pathways, on April 24 and May 10 during College Hour in SAS 103.
- VIII. Proposals
  - a. Fall 2018 English 91 Community of Practice (Melanie James)
 

This proposal is to request funding to compensate PT faculty to participate in an ongoing series of PD workshops as they teach English 91 in Fall 2018. Further discussion prompted the addition of one ESL faculty member for a total of 16 PT faculty to be compensated a total of 15 hours each. Motion to approve: Shedd, Second: Maerean: Unanimous approval. Total approved: \$15861.60.
- IX. Report Back
  - No reports due at this time.
- X. Progress toward Integrated Plan goals.
  - a. Implement a process to ensure all students have a Comprehensive Student Education Plan (CSEP) after completing 15 units of degree applicable coursework or prior to the third semester of enrollment, whichever comes first.
  - b. Decrease time in remediation
    - i. Gabriela Maerean and Melanie James are working on goals B and C as Corequisite Coordinators under a Special Project Request. Kathryn Stevenson reported that reassigned time may be utilized instead of an SPR in the future.
  - c. Increase students that successfully complete degree applicable or transfer courses in English and Math within the first 3 terms of enrollment.
    - i. Nikki Thurston mentioned that students have catalog rights and Counseling can help to ensure that students are aware of those rights.
  - d. Improve all student completion rates for certificates, degrees, and transfer by reducing known equity gaps.
    - i. Gabriela Maerean and Melanie James are working toward this with their June 8<sup>th</sup> Professional Development opportunity.
  - e. Improve identification and follow up support for students at risk of non-completion of courses and programs of study.
- I. Adjournment: 1:50pm



**Basic Skills Initiative Committee**  
Minutes of Email Votes before  
May 2018 Meeting

- I. BSI Leadership Institute, June 10-15, 2018  
Motion to approve: Janes, Second: Shedd: Approved April 25, 2018. Total approved: \$5,740.52.