

Basic Skills Initiative Committee

Meeting Minutes

Thursday, May 31, 2018

HM 234

12:50pm – 1:50pm

Call to Order: 12:54 pm

I. Roll Call:

Chair

Kathryn Stevenson, Ph.D.

Attendees

Nicolae Baciuna, Jennifer Cruz, Sean Drake, Melanie James, Mari Lopp, Gabriela Maerean, Kari Richards-Dinger, Dana Shedd, Ann Yoshinaga

II. Adoption of the Agenda

Motion: Baciuna, Second: Maerean: Unanimous approval.

III. Approval of Minutes from May 17, 2018

Item III incorrectly listed the date as February 15, 2018, when it should state April 19, 2018.

Motion to approve with correction: James, Second: Richards-Dinger: Unanimous approval.

IV. Old Business

No old business to discuss at this time.

V. New Business

a. BSI SMART Goals

Kathryn Stevenson reported that she met with Dr. Sheila Pisa to discuss the options and they agreed that to add benchmark data, Option B would be best due to the need for disaggregation. There are still some revisions needed to the wording. The Committee decided that it would be appropriate to set a goal to decrease the percentage of students labeled unprepared by 3% of the current percentage.

VI. Guided Pathways

No updates at this time.

VII. Proposals

a. Fall 2018 Reading Apprenticeship Writing Course (Melanie James)

This proposal is to participate in the new Reading Apprenticeship course, "Reading Apprenticeship in College Writing," a 40-hour, 8-week online course from September 10 to November 4. Funding is requested for four faculty to participate at \$750 per person. There was a suggestion to add \$100 for possible book costs. Motion to approve with amendments: Richards-Dinger, Second: Maerean: Unanimous approval. Total approved: \$3,100.

VIII. Report Back

a. ESL-AERA Conference (Joyce Kim)

Dr. Kim was unable to attend the meeting.

b. Academic Support Spending 17-18 (Ann Yoshinaga)

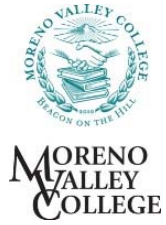
Dean Yoshinaga provided Supplemental Instruction Summary Reports for Basic Skills



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Courses. SI works best if the students attend six or more sessions. Academic Support is further researching embedded tutoring and ways to improve SI attendance.

- IX. Progress toward Integrated Plan Goals – No updates at this time.
- a. Implement a process to ensure all students have a Comprehensive Student Education Plan (CSEP) after completing 15 units of degree applicable course work or prior to the third semester of enrollment, whichever comes first.
 - b. Decrease time in remediation
 - c. Increase students that successfully complete degree applicable or transfer courses in English and Math within the first 3 terms of enrollment.
 - d. Improve all student completion rates for certificates, degrees, and transfer by reducing known equity gaps.
 - e. Improve identification and follow up support for students at risk of non-completion of courses and programs of study
- X. Adjournment: 1:33 pm



Basic Skills Initiative Committee
Minutes of Email Votes before
September 2018 Meeting

- I. Catering MVC-hosted Regional Sharing Conference
Motion to approve: Shedd, Second: James: Approved September 13, 2018. Total approved:
\$1,200.00.