Basic Skills Initiative Committee
Meeting Agenda
Thursday, November 15, 2018
HM227
12:50pm – 1:50pm

Call to Order:
I. Roll Call:
   Coordinator: Kathryn Stevenson
   Committee Members: Nicolae Baciuna, Jennifer Cruz, MaryAnn Doherty, Melanie James, Joyce Kim, Carlos Lopez, Mari Lopp, Gabriela Maerean, Jonathan Maya, Karol McCool, Sonya Nyrop, LaTonya Parker, Kari Richards-Dinger, Andrew Sanchez, Dana Shedd, Nikki Thurston, Chui Zhi Yao, Jorge Zavala
   Administrative Facilitator: Anna Marie Amezquita

II. Adoption of Agenda

III. Approval of Minutes from October 18, 2018

IV. Old Business

V. New Business
   a. SEA Steering Committee Update—SEA Budget review (fixed costs) and Student Equity Plan: Student Equity Retreat (January) and planning meeting (Fri 11/16, 10-12)
   b. New meeting structure—Spring (3rd Tuesdays) and Fall 19
   c. Review of Prioritization Plan for Supplemental Instruction/embedded tutors

VI. Guided Pathways

VII. Proposals

VIII. Report Back
   a. Reading and English Summer 2018 PD – Melanie James
   b. Academic Support – Ann Yoshinaga
   c. Library – Debbi Renfrow

IX. Progress toward Student Equity and Achievement Goals
   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