Basic Skills Initiative Committee
Meeting Minutes
Thursday, April 20, 2017
SAS 101
12:50pm – 1:50pm

Call to Order

I. Roll Call:
Committee Members: Nicolae Baciuna, Jennifer Cruz, Sheila Pisa, Kari Richards-Dinger, Chui Yao, Alma Garcia

II. Adoption of the Agenda
Motion: Yao, Second: Pisa: Unanimous approval

III. Approval of Minutes from March 16, 2017
Motion: Pisa, Second: Yao: Unanimous approval with 1 abstention
From now on, add email votes to the minutes of the following meeting.

IV. Information Items
a. Upcoming events (info at 3csn.org, click on the date on the calendar):
   i. April 21 at Menifee and Whittier, 8:30 – Deeper STEM Learning through Metacognitive Conversation (RA workshop)
   ii. April 28 at LA, 8:30 – Creating Campus Professional Learning Hubs
   iii. April 28 at Norwalk, 10 – Habits of Mind for Service Learning
   iv. April 28 at Costa Mesa – BSI/SE/SSSP Integration Workshop
   v. May 19 at San Mateo, 8 – 2nd annual RA conference
   vi. June 14-16 Conference on Acceleration in Developmental Education

V. New Business
a. Proposals
   i. Reading Apprenticeship Conference Presenting and Attending (Clark)
      Motion: Yao, Second: Pisa: Unanimous approval
      Q: Should the part-timers take the online RA course instead of or before attending the conference? A: RA course isn’t much cheaper than the RA conference; the next RA course isn’t until the fall; they might get more excited and feel more included by attending the conference; let’s stick with the conference.
      Q: How to measure effectiveness of attending conferences? A: Good question – possibly IE could do a study of professors who attended vs. those who didn’t. But too many variables and small sample size.
      Dan will present on culturally relevant readings. He could do a similar presentation for MVC.
b. Recalculated BSI apportionment for 2015-16
   i. MVC decreased from $165,000 to $140,000 on March 20, 2017. Likely 2016-17 apportionment will decrease similarly, but we won’t know for a while. Where should we reduce the current budget by $25,000? If we’re in the red in a particular category, it slows down approvals
   ii. Current budget situation with updates from Jennifer
       Trying to improve the process so the budget can be tracked more easily. Once that’s done, maybe have a budget report at each meeting? Also post it on the website? Also making improvements to the proposal process – more eyes on them earlier and more info about how to proceed with awareness of deadlines.

  c. Integration with Equity and SSSP
     i. United proposal form and process coming soon, with approval in the Integrated Budget committee
     ii. What will be the purpose of this committee going forward? Discussion of content topics, how to improve/expand different initiatives, planning, make recommendations to the Integrated Budget committee

  d. May meeting conflicts with faculty recognition celebration. We can take care of any business by email.

VI. Additional items not on the agenda

VII. Next meeting will be in the Fall