



**BASIC SKILLS COMMITTEE**

**Tuesday, March 20, 2012**

**3:00-4:30pm**

**Building 3- Room 104**

**Minutes**

Present: Carla Stoner-Brito, Jeanne Gross, Jenny Castello, Rita Sabbadini, Sarah Perkins, David Johnson, Michelle Morton, Salumeh Eslamieh, Elizabeth Terzakis, Anniqua Rana

	<b>Agenda Item</b>	<b>Presenter</b>	<b>Time Allotted</b>
I.	<p><b>Division Updates:</b></p> <p><b>ESL:</b> considering eportfolios. Adjunct faculty Kathy Hayburn interested in setting up a process for faculty &amp; students (will bring a professional development proposal to BS committee). Template on Google Docs, students post key assignments. Could basic skills do something similar (BS needs to do some kind of assessment)? Could English? Talk to faculty with portfolio experience (Kiran Malavade)? Incorporate tutor help/peer mentors to help set up eportfolios.</p> <p><b>English/Reading:</b> Word Jam: Salumeh can't do it this summer, need to find another instructor</p> <p><b>Math</b> Hum &amp; LaPuz working with Lau re: articulation for accelerated math class (statistics). We would like to do something that's degree applicable (Los Medanos Stat Path class is not degree applicable).</p> <p><b>Counseling</b> Working on Spring outreach: SEP by April 20; PEP same week. Evening students: counselors in library or learning center (hours already approved); off campus? Carla will check in with available adjuncts.</p> <p>Career Fair 4/17/12</p> <p>CIETL Presentation: College Success Learning Community</p> <p>Soraya's presentation on Degree Works in ESL</p> <p>400/LIBR 100: very helpful</p>	<p>Anniqua/ Jenny</p> <p>Salumeh/ Elizabeth Denise</p> <p>Carla</p>	<p>20 min</p>
II.	<p><b>Update on English/Reading Pilot Class</b></p> <p>ENGL (4)/READ (5) = ENGL 827 (7 units)</p> <p>Eslamieh and Terzakis piloting 2 sections for Fall: MW &amp; T/TH 8:10-11:25</p> <p>Same model as other linked ENGL/READ learning communities, Terzakis adopting Eslamieh's</p>	<p>Salumeh</p>	<p>15 min</p>

	<p>curriculum for fewer variables.  Why was CRER 401 delinked from ENGL/READ learning community? Because of number of credits – Dean Johnson trying to bring Cañada Acceleration closer to CSM &amp; Skyline’s  VPI Perkins will look in to relinking CRER and 827.  Carla will talk to Kathy about scheduling the CRER class right after 827 classes  English faculty: don’t want to be rush through this process because:</p> <ul style="list-style-type: none"> <li>• Faculty and focusing on best practices; administration is focusing on numbers of units</li> <li>• Don’t want to take apart something that’s working</li> <li>• 826 students really benefit from CRER course, English faculty don’t want to have to cover that additional piece while also reducing units</li> </ul> <p><b>Writing Lab:</b> .5 unit writing lab linked to 826 &amp; 827?  When to schedule? English faculty would like a drop-in lab staffed by faculty where students can work on assignments (modeled on Math Lab). Flexibility  Could we do SI?  What’s happening at Skyline and CSM</p>		
III.	<p><b>Proposal for Basic Skills Funding</b>  Coordinator, Basic Skills and Writing Center. Non-tenure track. Academic Supervisory Position  0.75 BSI + 0.25 G funded  Writing Center Coordinator focus on basic skills and transfer English (.25 Basic Skills + .25 Measure G funding)  Ballpark figure: \$70,000  Need more time for a coordinator  Stoner-Brito will focus on counseling and teaching with a focus on Basic Skills students; more basic skills hours for counseling  A person who works with groups across campus; would be great to have someone based in basic skills in this position  Add counseling as a department they would liaison with in job description  →Meet to discuss and vote to approve next week:  Tuesday 3/27/12 at 2:00?</p>	Rita	30 min
III.	<p><b>Professional Development Needs and Process to apply for funding</b></p>	Open Discussion	25 min
	Change meeting time to 2:00-3:30? Send out an email		<b>TOTAL: 90 min</b>

**Upcoming Meetings: Tuesday, April 17<sup>th</sup>  
Tuesday, May 15<sup>th</sup>**

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