

## Basic Skills Subcommittee

Co-Chairs: Paulette Hopkins, Becky Stephens and Stefanie Johnson Shipman

October 15, 2018

1:00 – 2:45 p.m., Rm. K1-107

### MINUTES

**Voting Members:** Paulette Hopkins (Co-Chair/Administrator), Adrian Gonzales (Administrator), Becky Stephens (Faculty Co-Chair/BSI Co-Coordinator), Stefanie Johnson Shipman (Faculty Co-Chair/BSI Co-Coordinator), Christopher Silva (Faculty, Developmental Math), Anne Gloag (Faculty, Developmental Math), Ken Reinstein (Faculty, Developmental English/ELAC), Denise Maduli-Williams (Faculty, Developmental English/ELAC), Randy Claros (Faculty, Counseling), Dave Clark (Faculty, Counseling), *VACANT* (Faculty, CE), Donnie Tran (Academic Success Coordinator), Xi Zhang (Classified Staff), Reylyn Cabrera (Classified Staff), Meredith McGill (Classified Staff), Rosa Finocchiaro (Student)

**Staff/Resource:** Jennifer Ock (Administrative Technician, Instructional Services)

*Approved: November 5, 2018*

**Present:** Paulette Hopkins, Becky Stephens, Stefanie Johnson Shipman, Christopher Silva, Anne Gloag, Ken Reinstein, Denise Maduli-Williams, Randy Claros, Dave Clark, Donnie Tran, Xi Zhang, Reylyn Cabrera, Meredith McGill, and Rosa Finocchiaro

**Guests:** Lou Ascione, Tonia Teresh, Benjamin Gamboa, David Mehlhoff, Patricia Guevarra, Patricia Manley, Josue Arredondo, Alina Khalulyan, Jean Bocharova, Josh Alley, Laura Pecenco

**Absent:** Adrian Gonzales

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- I. **Call to Order** – The regular meeting of the Basic Skills Subcommittee was held on Monday, October 15, 2018 in Miramar College, room K1-107. The meeting was called to order at 1:12 PM by co-chair, S. Johnson Shipman, with a quorum being present.
  - II. **Approval of Agenda** – B. Stephens noted to input '(AA)' after 'Academic Affairs' and 'AA' before 'committee of the changes' within the Old Business section. A motion to approve was raised by D. Clark and seconded by X. Zhang, unanimously carried to approve the agenda.
  - III. **Approval of Minutes from October 1, 2018** – A motion to approve was raised by R. Cabrera and seconded by R. Claros, unanimously carried to approve the minutes.
  - IV. **Old Business**
    - A. Professional Development Opportunities and Reports

1. B. Stephens and S. Johnson Shipman stated a number of conferences are coming up such as the American Mathematical Association of Two Year Colleges (AMATYC) conference and California Association of Teachers of English to Speakers of Other Languages (CATESOL) conference.
2. B. Stephens stated she received only one expense budget sheet. She asked the committee members to send them in by tomorrow, October 16, or a budget will not be provided.

**V. New Business**

A. Marketplace of Interactive Strategies

1. Josh Alley – Art History
2. Anne Gloag – Mathematics
3. Dave Clark – DSPS
4. Denise Maduli-Williams – English/ELAC (formerly called ESOL)
5. Patricia Manley – History
6. David Mehlhoff – Administration of Justice
7. Laura Pecenco – Sociology
8. Ken Reinstein – English/ELAC (formerly called ESOL)

B. Each speaker presented what he/she would be sharing at his/her individual table. Committee members and guests visited each booth and engaged in discussion over the various interactive strategies they may be able to apply to the students.

**VI. Other – None**

**VII. Adjournment** – A motion was made by X. Zhang and seconded by A. Gloag, unanimously carried to adjourn the meeting. The meeting ended at 2:46 PM.

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