

Basic Skills Subcommittee

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

March 18, 2019

1:15 – 2:45 p.m., Rm. N-206

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), VACANT (Faculty, Developmental Math), Anne Gloag (Faculty, Developmental Math), Ken Reinstein (Faculty, Developmental English/ELAC), Denise Maduli-Williams (Faculty, Developmental English/ELAC), VACANT (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: 4/1/2019

Present: Paulette Hopkins, Becky Stephens, Stefanie Johnson Shipman, Denise Maduli –Williams, Dave Clark, Donnie Tran, Xi Zhang, Reylyn Cabrera, Meredith McGill

Guests:

Absent: Adrian Gonzales, Anne Gloag, Ken Reinstein, Rosa Finocchiaro

I. Call to Order – 1:20 P.M.

II. Approval of Agenda – Motion to approve the agenda by D. Clark; seconded by X. Zhang; motion to approve carried.

III. Approval of Minutes from March 4, 2019 – Motion to approve the minutes by M. McGill; seconded by R. Cabrera with D. Maduli-Williams abstaining; motion to approve carried.

IV. Old Business

A. Budget Report

1. P. Hopkins stated she had been asked by the Student Equity and Achievement (SEA) workgroups to determine the amount of funding being spent on the 2018 – 2019 projects and activities under the Basic Skills Initiative Subcommittee. However, the breakdown could not be determined due to Basic Skills Student Outcomes and Transformation's (BSSOT) early ending in December 2018, which caused the subcommittee to utilize that particular fund as much as possible. Therefore, the actual data from the 2017 – 2018 academic year had been adapted instead. The total amount spent was \$429,041.
2. She stated that SEA funding will stay merged into one amount without the artificial separation of funds as exercised in previous years. It is uncertain as to how the Basic Skill Initiative Subcommittee will operate moving forward.
3. The committee discussed the following points:
 - a) Business Office being aware of the changes in funding distribution and the importance of future communication with them

separate components or keep the information as a planning document. Furthermore, she stated that both English and Math DI population as a singular unit must be addressed.

4. The committee discussed the following points:
 - a) The 12% overlap between English and Math with the data stemming from 2017 – 2018
 - b) Clarification of the language, 'pilot stage'
 - c) Incorporation of language on the compliance of AB 705 mandate
 - d) Adjusting and scaling effective activities
 - e) Determining the goal for both Math and English as a singular unit
 - f) Separate interventions for target groups
 - g) Active promotion of English and Math courses in the first semester
 - h) Reporting DI populations of white, DSPS, and ESL students
 - i) Gathering more student data through CCCApply
 - j) Identification of subpopulations
5. The committee will input the data for both the English and Math areas together and send the revised indicator document to T. Teresh.

D. Marketplace of Interactive Strategies: Planning

1. S. Johnson Shipman stated the Marketplace of Interactive Strategies will be held on April 15, 2019. She requested volunteers to present at this event. D. Maduli-Williams, K. Reinstein, Jae Calanog, and Laura Pecenco will present.
2. She also requested that a list of presentations (title and brief description) be sent to her by April 9th to be included in the program.

E. 2019 – 2020 Committee Structure Discussion

1. The committee discussed the following points:
 - a) Current committee structure and how it will be formatted moving forward
 - b) Possible structure: all stakeholders under the Basic Skills Initiative Subcommittee and Student Success and Equity Advisory groups meeting together with a breakout for those under Basic Skills/working on Completion of Transfer-level English and Math
 - c) Frequency of meetings depending on which services will be supported
 - d) The need for reviewing the committee's goals and structure and to determine if a request for change must be submitted
 - e) English Center changing to the WEL effective Fall 2019; focuses on writing across the curricula
 - f) Need for a Professional Development coordinator since generating and disseminating list of professional development opportunities is not under committee's purview

V. New Business

A. Next Meeting: April 1, 2019

1. S. Johnson Shipman stated the next meeting will be held on April 1, 2019. This meeting will focus more on the Marketplace of Interactive Strategies and the 2019-2020 Committee Structure Discussion.

VI. Other – D. Clark stated it had been beneficial to have faculty or department chairs speak at the Counseling meetings about upcoming X courses and requested a continuation of such speakers. P. Hopkins will notify the deans about this request.

VII. Adjournment – Motion to adjourn by R. Cabrera; seconded by D. Maduli-Williams; motion to adjourn carried. The meeting adjourned at 2:53 P.M.

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