Basic Skills Steering Committee Meeting  
Thursday, December 4, 2014   3:00pm – 5:00pm  
SS Conference Room A&B

Meeting Minutes

Present: Maula Allen, Cheo Massion, Beth Patel, David Patterson, Becky Reetz, Rose Thompson, Anna Pilloton, Lucas Drisdell

Guests: Meg Pasquel, Tonya Hersch

Basic Skills Master Plan and Task Force

Meg and Tonya joined the committee at the meeting to discuss how the steering committee could most effectively support their efforts in investigating best practices for basic skills students and programs. We also thought it would be helpful if they, as Co-Chairs to the Task Force, would become aware of the types of projects BSISC has already supported and funded, as well as the type and breath of information and resources we have already gathered during the 6-year tenure of this committee.

The group discussion covered in part issues such as: equity, disproportionate impact, student success, competing values, rigor, achievement, and our current strategic plan. Mention was made of Kathy Morse (SSU) and teaching teachers on effective pedagogy – no matter what the content being taught. The Task Force has a college-wide charge and will need to build personal relationships with various faculty and staff while creating the plan which will feed directly into the next strategic plan. The outcome of the discussion was to meet as BSISC and all Task Force members on Monday, December 15 for a planning meeting. This meeting has been arranged and will take place from 10am-1pm.

COMPASS: College of Marin Promoting and Supporting Success

Anna discussed with the committee the progress that COMPASS (COM Partnership with Marin County High Schools) has been making (report May 2013 http://www.marin.edu/WORD-PPT/7.1_7.7_COMPASSOverview_7.1_7.7.pdf). The program commits resources to the high school student through a “contract” and commits students to a defined pathway. Other initiatives in the county are also in-progress: Global Academy in Novato, and SMART Balance (New Assessment) to assess for college readiness. Becky mentioned that COM will be using Juan Carlos assessment package (Juan Carlos Arauz of E3) as part of the Student Equity plan.

BSISC Support of professional development / conference fees

The committee discussed aspects of this topic and how best to proceed going forward. BSISC has supported several faculty and staff members since 2012 in funding conference fees and travel expenses, mostly to On Course Annual Conferences each April, and to the RP Student Success Conferences each October. (See list attached.) Discussed as a new protocol: go to PAC funding first; there may be funds from the Equity project/Derek Levy; if it’s a second time request, person requesting the funding can outline how they are
going to use the learnings to improve best practices in their teaching or services at the college. More discussion to follow in the New Year on this topic to clarify our policy for anyone asking for funding.

To do:
1. Becky and Cheo to draft a policy guideline on funding professional development using BSI funds. Present draft to committee next meeting to discuss and finalize. Investigate if other funds are available, e.g., Equity funds.

Next meeting: Thursday, FEB 5, 2015 – 3pm-5pm. Location TBD. Outlook invite will be sent.

Meeting Minutes: 12/15/14
List of COM personnel who have been sent to On Course in prior years

April 2012
- Susan Andrien
- Becky Reetz
- Cheo Massion
- Kathleen Kirkpatrick

April 2013
- Beth Patel
- Patricia Seery
- Rebecca Beal
- Cheryl Rogow
- Cesar Pomajulca
- Alicia Pasquel
- Fernando AgudeloSilva
- Dayna J. Quick

April 2014
- Kristin Perrone
- Christine Li
- Fernando Agudelo Silva
- Karen Koenig
- Caitlin Escobar

List of COM personnel who were sent to Student Success R&P Conference (not all paid by BSI)

October 2013
- Becky Reetz
- Anna Pilloton
- Cheo Massion
- Beth Patel
- Mark Markovich
- Lucas Drisdell
- Maula Allen
- Derek Levy
- Diane Traversi
- Karen Robinson
- Gina Cullen
- Jesse Klein
- Jonathan Eldridge

October 2014
- Cheo Massion (BSILLI related)
- Meg Pasquel (BSILLI related)