Basic Skills Steering Committee Meeting  
Thursday, March 6, 2014  3:00pm – 4:30pm  
AC 177

Meeting Minutes

Present: Maula Allen, Melody Creel, Lucas Drisdell, Cheo Massion, Beth Patel, David Patterson, Anna Pilloton, Becky Reetz, Rose Thompson, Cari Torres, Edwin Towle

On Course Annual Conference – April 24-26, 2014: Fund new participants?
The group agreed that we wanted to support sending a group of faculty to On Course once again this year.  
Group approved sending up to 12 full time faculty members.  
Becky and Cheo will work on crafting a message for Sara McKinnon to send out to faculty ASAP.  
BSISC will sponsor a flex workshop (with lunch) for On Course participants to get together and share ideas/best practices.

BSI Budget Update 2013-14

Money from FY 12-13 has now been separated (into fund 12303) from FY 13-14 (into fund 12304).  
This will help to ensure that we are spending our oldest money first.  
So far, we are on track with our expenditures. All of the 12-13 money will be spent by the end of this fiscal year. A more detailed expenditure report will be coming soon.

**After the meeting, we were notified by Fiscal that the BSI allotment for this year was increased to a little more than $110,000 (up from $90,000)**

Projects Completed – 2013 and to-date (based on 6/5/13 Retreat Summary)

Recommendation #1

Gain a better understanding of students’ goals (especially ESL students), and develop a method of how to extract them and track them  
Status: DONE

Rec #2

Give staff and faculty their own student portal in MyCOM so they can see what the students see  
Status: IT Track-it Request submitted by Becky March 19, 2014
Rec #3
Develop a presentation on acceleration classes and Puente to be shared with counselors, faculty, high school counselors and dedicated tutors (DT’s).
Status: Cheo will send an email to Blaze, Meg, and Luz requesting a 1 page flyer on acceleration and Puente that can be shared with all. We also request a flyer that explains the difference between taking Eng 98 and 120 vs taking Eng 120AC.

Rec #4
Track mini-cohorts of students who have had DT’s associated with their classes.
Status: Becky and/or Cheo will meet with Melody to refresh how to use the dashboard, and best way to track the cohorts.

Rec #5
Support math placement test preparation workshops.
Status: Refer this to the math task force? Should we ask the math task force to look at the Accuplacer diagnostic components? COM academy proposal that addresses potential new models for non-credit basic skills math and GED preparation might also serve for placement test prep. Kahn Academy- is it being shared widely as a resource?

Rec #6
Support development of Academic Success Center through professional development.
Status: 5 BSIsc members visited Butte College to look at their Center for Academic Success (CAS). COM interested in developing something similar. Becky will send out an invitation for an “imagineering” activity for those who want to share design ideas.

Butte’s CAS
Butte has a centralized model of learning assistance. Their CAS contains classrooms, offices, labs, SI, peer tutoring, EOPS and a lounge.

They offer over 60 critical skills workshops at multiple times each semester.
- Workshops are offered by adjuncts and students must sign up in advance.
- Students can attend one or do multiple workshops with assignments for academic credit.
- Workshops are well-attended and some faculty encourage students to go by offering extra credit. Some make it mandatory.
- Program was started by asking faculty- what do your students need to know?

SI – Instructors have to apply for an instructional assistant.

The rest of the recommendations will be reviewed in the next meeting.

Criteria and new BSI RFP
Committee agreed that now was a good time to send out an RFP. Suggestions to modify the form include adding BSI goals and other criteria. Also, mention the importance of scalability of the project. Becky, Cheo and Cari will meet with UDWC to review the form and determine the overall process. Cari will request to have us put on the agenda.

FIG’s Fall 2013
Cari will check to see if folks have been compensated.
** Update- they have**
Math Acceleration Workshop Presentation- Maula
Maula recently attended the regional workshop on math acceleration. She reported the following:

- If a college has many levels below college level math, it provides multiple points for students to exit and not reach college level.
- Los Medanos uses StatPath- a course that prepares students to take statistics without having to complete several other basic skills level courses. Research shows that the students who completed StatsPath had a much higher completion rate of transferrable math. Overall completion rate 21% for non StatsPath vs 61% for StatsPath students.

Recommendations from Workshop
1) Shorten developmental math sequences
2) Redesign curriculum away from front loading discrete subskills. More practice of core skills.
3) Reconsider the assumption that the placement score indicates the number of semesters needed for remediation.
4) Consider placement scores as helping to identify the need for extra support, rather than an indication that students need to be tracked into longer sequences.
5) Should high school transcripts be used for placement?

Equity in math achievement- Title 5 says that we must address whether our pre-reqs if they seem to be adversely affecting minority students. Based on some of our BSI research at COM, this appears to be the case.

BSISC members were encouraged to finish reading Maula’s report on our own and be prepared to continue the discussion.

Next meeting time: Thursday, March 6, 3:00pm-4:30pm in SS Conference Room A&B