Basic Skills Steering Committee Meeting
Thursday, September 4, 2014   3:00pm – 5:00pm
LC 140

Meeting Minutes

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

English 92 Lab Curriculum Project – Sumer Extension Completed

The final work on the Lab Curriculum was completed over the summer. This project, as defined for now, is completed. At the time of this BSI meeting, students were in the third week of the semester and reports back from the lab instructors and ISes (who assist students while they are working on the Lab92 modules), and the English 92 instructors themselves, are that these assignments address the writing needs and critical thinking development for the students very well! All involved are finding that some of the material needs to be scaled back even with the 3 hours per week requirement for Lab92. (This is the first semester of full implementation of the lab modules.)

First Year Experience Pilot Project (F2014-Sp2015)

There is an On Course component to both of these learning communities (COUN125—Eng92; COUN110—Eng98). As part of this approved project (Spring semester 2014), the faculty have purchased copies of the On Course textbook. These copies are being loaned out to students in these two sections, and the textbooks will be returned to the library for students in these classes in the future. Cost for this purchase was ~$2,100.

Faculty Interest Groups (FIG) – Spring Semester 2014 – Report delivered by Beth Patel

Beth gave copies to the committee of the final report for the Spring 2014 FIG project. It was a smaller project with two FIGs – one that examined information literacy and FYE/student orientations, and the second one that examined “how feasible and effective would it be for biology and math instructors to develop online resources for student success.” Rather than have the groups report at the end of last semester, Beth coordinated all FIG groups to meet during Flex week. There was a 2 hour session: FIGS@COM: Using Classroom Research to Inform Teaching. During this session, participants:

- from the spring FIGs reported on their findings, and,
- members of the fall 2013 FIGs gave updates on activities and follow-up work that had been done during the spring semester based on the findings from the fall 2013 FIGs.

The updates by FIGs are outlined in Beth’s report from the Flex workshop, and the new findings from the spring FIGs are presented as well.
The committee approved the new proposal to continue with FIGs for this fall semester, however, the name will be changed to **Focused Inquiry Groups.**

**Basic Skills Math/Summer Bridge Program**
Maula presented information on Math Placement results – Accuplacer and multiple measures comparison, and the results of the Summer Bridge program participants. From initial placement to post-program assessment, 76% of the participants showed improved and 38% moved either one or two levels up in the math sequence. Maula reported that she spent a total of 11 hours with this group, so this points to a small intervention can have significant impact for individual students. Maula also shared the 2013 Chancellor’s report on *Ensuring Equitable Access and Success: A Guide to Assessing and Mitigating Disproportionate Impact in Student Success and Support Programs*. In this report, one key SSSP Service is Assessment and Placement which recommends a “holistic process through which each college collects information about students in an effort to facilitate their success by ensuring their appropriate placement into the curriculum” (re: multiple measures). High school transcripts are also a strong indicator for correct math placement.

**Considerations**
- The committee discussed an All Things Learning Resource – such as a website Learning Resources page – where students across programs could access information on math computations needed, for example, in biology, economics, chemistry, etc. Perhaps a project with Shook Chung (Senior Creative Designer) to discuss what this might look like and/or take to develop is needed. To develop robust content, in the development each department could be asked for their best learning resources. The new Transfer Students webpage (headed-up by Andrea Mamn) is a good model to look at.
- The committee would like to invite the new Dean of Math and Science, Carol Hernandez, to a meeting in the near future.
- The committee discussed the in-progress annual BSI report to the state, and everyone contributed ideas to our activities section which will support our three strategic goals. Suggestions included: incorporating Math Jam into the Summer Bridge program (summer 2015), assisting to develop a non-STEM math pathway for students, investigate Accuplacer scores for math (accuracy and cut-offs), and assist in the Accelerated Pathway Center (COM Academy) as it is developed. The final report is due to the Chancellor’s office on/before October 10, 2014.

**Next meeting agenda items (partial):**
- Thursday, 3pm – 5pm, SS Conference Room A&B
- Jonathan Eldridge will attend the last 45 minutes to discuss Basic Skills Master Plan, and give some comments on the summer bridge program
- Discuss content for email – new RFPs to align with strategic goals
- Discuss BSI funding of conferences – SSS Conference/RP Group (October) and On Course Annual Conference (April 2015)

*Meeting Minutes: 9/12/14*