

CSM BASIC SKILLS INITIATIVE COMMITTEE Oct. 22, 2012 2:30-3:45 pm
meeting notes (Oct. 22 draft)

Members Present: James Carranza, co-chair

Sylvia Aguirre	Juanita Alunan	Lloyd Davis (note-taker)	Kathy Diamond
Jon Kitamura	Brandon Smith	Ruth Turner	Carol Wills

Student Assistant: Precilla Del Rosario

Guest: Jeramy Wallace, Language Arts

CO-COORINATOR INTERVIEWS

Members discussed interview questions for coordinators, based on the BSI position announcement. Similar questions will be developed for the SoTL coordinator. James will take the questions to Governing Council tomorrow for feedback. Ideas include:

- 1a. Describe for us successful experiences working with faculty, staff, or administrative colleagues **within** your division, and/or explain why such engagement might be important.
- 1b. Describe for us successful experiences working with faculty, staff, or administrative colleagues **outside** your division, and/or explain why such engagement might be important.
- 2a. What are the challenges and opportunities faculty face when working with students in basic skills courses?
- 2b. What are the challenges and opportunities faculty face when creating or delivering basic skills programs?
3. Share some ideas about projects that would foster faculty engagement or student success across disciplines.
4. How would you go about developing familiarity with current trends in basic skills / developmental education / professional development?
5. What are the key elements of successful organizing, planning, and collaboration?
Follow-up question: Share some ideas on how to get faculty involved.

The interview should take about an hour. The interview committee should include Henry and James, and should include a counselor and an instructional faculty member. Applications are due Oct. 29, we screen them by e-mail by Nov. 4, and conduct interviews Nov. 5-9. Interviews can be scheduled once we have the applications. If we need more applications, we can extend the deadline and encourage adjuncts to apply.

UPDATES Kathy reported a free California Community College Success Network (CCCSN) meeting at CSM Friday, 8:30-3:30, upstairs in Building 10. Presenters include Theresa or Kathy and others who attended the RA meeting in Oakland in August. It's a time for sharing what works, including reading logs, and talking to the text, and making classrooms a safe place for students to ask questions,

BSI REPORT Attention focused on our long-term goals: improving the performance of students participating in our programs and initiatives, and collaborating with Academic Senate to promote professional enrichment and faculty participation in activities to promote student success. The action plan lists projects we are already working on in support of the goals.

BUDGET The Initiative Budget Allocation document shows major expenditures. Each year we get about \$90K. This year we are using 2010-11 money, because we started two years late. We have \$27K in a holding account for future projects, which we must use or lose by June. 2011-12 money was split into two \$45K chunks to fund half of Ron Andrade's position for two years. Next year we will use 2012-13 money, and 2013-14 funds will be available.

RFP DOCUMENT Last year's request for proposals document will be updated. Proposals are sought for several types of projects supporting basic skills students at various funding levels up to \$10K. Types of proposals include collaborative and interdisciplinary projects, projects focusing on training of faculty, staff and administrators, short-term projects, and off-campus conferences and workshops.

NEXT MEETING Monday Nov. 26 2:30-4:30 pm in the SoTL Center, 12-170.