

Members Present:

Kristi Ridgway, faculty chair
Linton Bowie (Lin)
Theresa Martin
Juanita Alunan
Jenine Elkady

Henry Villareal
Sylvia Aguirre-Alberto
Danni Redding-Lapuz
Autumn Newman
Jennifer Taylor-Mendoza

SUMMARY

- The criteria for adjunct compensation will have some minor changes.
- Kristi provided an ACCEL update.
- The IEPI Grant is due Friday March 25; Kristi presented a draft to the committee.
- The BSI name was discussed.
- BSI will need a new coordinator starting Fall 2016.

OLD BUSINESS

CALL TO ORDER

Kristi called the meeting to order at 2:30 PM, and reviewed the agenda. There was a quorum present and the minutes were approved, with one formatting revision. This meeting combined the February and March meetings.

UPDATE: CRITERIA FOR ADJUNCT COMPENSATION (Kristi)

An update/correction will go out about the application for adjunct compensation. We do not pay office hours, so this needs clarification. Compensated work can be for working one on one with a student specifically working on writing, reading, study skills, etc, but not general Office Hours. There will be a new tab on the website about the adjunct fund, and a coordinator position posting. We have one adjunct pay application related to office hours so far.

NEW BUSINESS

UPDATE: ACCEL INITIATIVE (Kristi)

Kristi provided an update on ACCEL Initiative Adult Career and College Educational Leadership Initiative, which helps develop transitions and career pathways between Adult School and college. Kristi is the co-chair with a teacher from San Mateo Adult school. Here at CSM, ACCEL launched College Readiness Workshops for both GED and ESL students. The daytime workshops are in their second semester. They are held three weeks in a row and address how college life works, including: financial aid, a campus tour, where help centers are, and small groups Q&A. The prospective students from San Mateo Adult School learn what college is about and how attending CSM is different than Adult School. The workshops have been very successful. This semester the workshops have been expanded to include evening students, a pared down 2-hour version that may be expanded later. Gradually, we are aligning programs so that

students that come up here are ready to pursue a clear career or college goal with a specific track of courses, not simply take random courses. The group is also working on a “backwards design” approach of mapping degree requirements backward through the courses needed at CSM back to Adult School in order to design these pathways. This mapping will identify the gaps, and we will have 2 staff positions in San Mateo to help with these transitions. The Adult Education Block Grant will fund a full-time transitions coordinator at CSM and one at the San Mateo Adult School. The transition coordinator will report to Jennifer. Kristi, as co-chair of San Mateo’s ACCEL team, has been attending many of the meetings but there is a lot more work to do to align curriculum and provide clear career and college pathways to students from one school to the other. Kristi’s term as BSI Coordinator comes to an end this semester and she will step out of this role to put more of her time and energy into ACCEL projects next semester. One wonderful thing about this work is that our district’s ACCEL effort is ahead of many others in the state.

DISCUSSION: FEBRUARY 22 IEPI WORKSHOP AND GRANT APPLICATION DUE IN MARCH (Kristi)

Kristi attended a workshop in Oakland last week about a BSI Transformational Grant that CSM can apply for and potentially receive up to \$1.5 million to implement a new or expanded a current BSI intervention. Kristi found a writer last week to help with the grant and has provided a draft that was distributed to BSI members with the minutes. The grant will be sent to Sacramento this Friday, March 25.

Kristi explained that the purpose of CSM’s grant is to start Career Advancement Academy here like the ones at Skyline and Canada, which have very high completion rates. The academies are organized by “strands,” such as Allied Health or Early Childhood Education. The CSM grant, for Allied Health and Business, will be modeled after our sister college programs but tweaked to serve CSM students. Basic skills and career-area courses are packaged for each strand. The packaged courses, or bridge program, offers basic skills English and math, a counseling course and an additional content area gateway course. Student take the bridge courses in a single semester cohort. This cohorted semester gives students the needed preparatory coursework so that they are eligible to enter into specific programs with certificates the following semester. Move the needle on a course, which moves the needle on a career to a better paying job. The academies all include structure, integrated services, and training. The grant has to include professional development for faculty. If you are going to be teaching in the program, faculty get training to teach in the program.

It is a three-year grant with five years of data reporting. In the CSM Grant Application, we are asking for counselor time, faculty re-assigned time, and professional development support. We can also leverage some resources already at CSM such as FYS, renamed “Year One,” and the ACCEL Transition Coordinator. Kristi asked the committee to review and provide comments on the draft before Thursday. The major piece to complete is the work plan and Kristi is meeting with coordinators from Skyline and Canada to finish drafting the workplan part of the application. She asked the committee members to focus on areas of expertise, and provide feedback.

Danni asked if the program was day or evening. Danni mentioned this because Canada’s College for Working Adults program, which is nighttime, has been very successful. The CSM CAA could be either, but is most likely starting with a focus on daytime students interested in a certificate.

Kristi showed the ACCEL district-wide map of the different certificate, associate and transfer pathways at

the three colleges. CSM has kinesiology now that is part of an Allied Health Pathway, for instance. Skyline and Canada have had grant money for establishing CAAs, so we are now going for one here. The committee requested a copy of the map. Henry asked about how the BSI programs compare. Danni also announced a Math Jam program starting at CSM. Math Jam is part of “Year One” (new name for FYS).

DISCUSSION: COLLABORATION EFFORTS (Kristi)

Tabled until next meeting.

UPDATE: READING APPRENTICESHIP TEAM

As we institutionalize RA, we will be recruiting leaders to help coordinate and expand the practice across campus.

DISCUSSION: DEAN’S UPDATE

Jennifer said that the Basic Skills Committee should consider a new name. It has been over ten years since we started. The term is more integrated than ever before, and the committee has worked hard to make basic skills everyone’s business, not just English and Math. Jennifer would like to explore a more updated and more inclusive name. BSI is no longer just about traditional basic skills. BS programs are branching out. English is going to have even fewer basic skills students because of a revision in student placement. The committee needs to reflect on its name and its direction. Funding is still going to be called BSI. Jennifer stated that not too many committees are not using the name BSI anymore. For instance, Canada calls their committee ACES (Academic Committee for Equity and Success). Skyline is CSI (College Success Initiative).

Other arguments were made. BSI is not high profile and the name should align with statewide BSI funding. Some other schools have their committees and their names are more integrated. Some classes are still labeled or branded as basic skills. Some students are still offended by the label. Jenine says the separation in students’ minds is transferable vs. nontransferable. There was even disagreement this last week on the BSI listserve coming from the chancellor’s office regarding the definition of basic skills, so the issue is not as clear cut as it may have been in years past.

This has been revisited several times in the last two years, and some at the meeting were not in favor of a name change. One approach could be having an umbrella group brand that includes BSI, CAE, DIAG/Equity, etc. rather than changing the name of the BSI committee itself for times we co-sponsor events or are visible on campus in basic skill and equity work. It was suggested that we get help from Bev in marketing. The group liked this concept.

ANNOUNCEMENTS

1. Upcoming Professional Development Opportunities
 - a. National Assoc. for Dev. Ed. Annual Conference: March 16-19, Anaheim Marriott, <http://www.nade2016.net>
 - b. Equity Frameworks: April 22, CSM (Julie Lewis, Veronica Neal -- Foothill/DeAnza)
 - c. Microaggressions: April 29, CSM (Jackie Reza -- Women’s and Intercultural Studies)

- emeritus professor from DeAnza College)
- d. Leading from the Middle Academy: Feb, June & Oct. RP Group.
 - e. Reading Apprenticeship Conference: May 13-14, @ CSM. 3CSN.
2. Reminders
 - a. Recruiting for a BSI Coordinator: Are you interested? Know someone?
 - b. Recruiting for members for fall (English, Athletics, Business, Soc Sci/Creative Arts)
 - c. Send Kristi your Wish List for BSI Instructional Materials ASAP
 3. Future agenda items
 - a. Research & Assessment
 - b. BSI and Technology
 - c. Action Plan for BSI Institutional Plan
 4. Looking for BSI coordinator, looking for participation, looking for materials
 5. We can fund books and magazines.
 6. Earth Day, Friday, April 22 at CSM includes student equity exhibits

Kristi noted: The committee should revisit the meeting time and date because members keep coming tardy to the meeting, and it makes it hard to have a quorum. We need to have committee members start coming to the meeting on time or change the time if people have trouble making it at 2:30.