

SAN DIEGO MESA COLLEGE
BASIC SKILLS SUCCESS AND RETENTION COMMITTEE
September 4, 2009

Minutes

Present: Alan Bass, Jennifer Cost, Saeid Eidgahy, Peggy Fischer, Carl Luster, Phyllis Meckstroth, Devin Milner, Susan Mun, Toni Parsons, Bill Peters, Robert Pickford, Judy Ross, Joe Safdie, Marilyn Schenk, Dora Schoenbrun-Fernandez, Brian Stockert, Dawn Stoll, Terrie Teegarden, Larry Weiss

I. Welcome and Introductions

Meeting was called to order by Terrie Teegarden at approximately 10:30 a.m. and introductions made.

II. Approval of Agenda

Agenda was approved by consensus as submitted.

III. Summary May 8, 2009 Retreat

MSC (Rico-Bravo/Parsons) to accept the May 8 Retreat Summary as submitted.

IV. Celebrations of Basic Skills Committee

Terrie expressed appreciation for the committee's efforts this past year. She also expressed looking forward to working with the committee as Mesa's Basic Skills Coordinator.

V. Review of the New Action Plan

Terrie informed the committee that a 2009-2010 Action Plan needs to be submitted to the State by October 15, 2009. Terrie updated the 2008-2009 Action Plan by deleting goals which have been met. Based on discussion at the May 2009 Retreat, a new goal was added relative to Learning Communities. The revised Action Plan was presented to the BSSR Steering Committee for review and feedback.

Discussion focused on the changes made by the Steering Committee. Additional changes were made during the meeting. MSC (Weiss/Parsons) to approve the 2009-2010 Action Plan as corrected and have Terrie present the plan to the Academic Senate and the President's Cabinet.

VI. Implementation of Basic Skills Action Plan

In order to further implement goals of the Basic Skills Action Plan, the Steering Committee volunteered to take the lead on activities as follows:

Cynthia Rico-Bravo and Peggy Fischer – Student Services
Alan Bass – Web site

Susan Mun – Research
Marilynn Schenk – Professional Development
Bob Pickford – Supplemental Instruction/Tutoring

Terrie asked committee members to form breakout groups to brainstorm ways in which to move the Action Plan forward. Suggestions which resulted from brainstorming:

- Focus on Tutor Training and Best Practices/Orientation for Supplemental Instruction
- Improve website as a resource for students and instructors
- Post pertinent videos on website
- Have instructors review reading level of textbooks and compare to course advisory/prerequisite
- Integrate Ed Plans as a class assignment
- Change from classroom visits to counseling sessions
- Mandatory Basic Skills classes in student's first year

VII. Budget Issues

The State has designated Basic Skills as categorical funding. Categorically-funded programs have been cut 16% with the possibility of a higher percentage, up to 55%.

Terrie announced that the Steering Committee discussed the budget and ways in which to streamline costs. Issue to be revisited once percentage of decrease has been confirmed.

VIII. Proposal of Meeting Schedule for 2009 – 2010

Since the Steering Committee would like to meet before the BSSR Committee but not on the same day, the following Calendar of Meetings was presented for approval and accepted:

October 9	Basic Skills Steering Committee
October 30	Basic Skills Success & Retention Committee
November 6	Steering Committee
November 13	Basic Skills Success & Retention Committee
December 4	Joint Meeting - both
January 22	Steering Committee
January 29	Basic Skills Success & Retention Committee
February 5	Steering Committee
February 19	Basic Skills Success & Retention Committee
March 5	Steering Committee
March 19	Basic Skills Success & Retention Committee
April 9	Steering Committee
April 23	Basic Skills Success & Retention Committee
May 7	Joint Meeting – both

IX. BSI Regional Training Meeting October 1 & 2

Terrie announced the next BSI Regional Training meeting will be held in Del Mar on October 1 and 2. Terrie, Cynthia, Marilyn, and Peggy will attend.

X. Roundtable

Not addressed.

XI. Adjournment

The meeting adjourned by consensus at 11:55 a.m.

CS
10/19/09

DRAFT