Basic Skills Initiative Committee
Minutes
March 10, 2014

Present: Andrea Bewick, Sheryl Fernandez, Cathy Gillis, Rebecca Scott; Yolanda Woods

1. **Adoption of Agenda**
   M/S/C adoption of agenda

2. **Approval of minutes**
   M/S/C approval of minutes from February 10, 2014

3. **Public Comment** – None

4. **Announcements** – None

5. **Discussion Items**
   5.1 **Next Steps for hiring Success Center Director(s)**
      Dr. Giugni attended the February 10 BSI meeting and indicated that the committee should write an action plan to begin the process of rolling out the pilot for the Student Success Centers. Although, he leaned towards starting with either English or math, the committee felt that both math and English are ready to start. Members did not see a problem with starting with both areas at the same time.

      The BSI committee will be taking steps to educate the campus about the Student Success Centers. A suggestion was made to invite Laura Hope from Chaffey College to do a presentation on fall Flex Day. There was some concern about the cost, but Rebecca Scott suggested that we inquire.

      The committee continued discussion on the Student Success Centers. It will be a three tiered system. Faculty would conduct workshops, IA’s and possibly other staff and could lead directed learning activities, and the tutors would do group study.

      To get things going, the directors should be hired and work with English and math staff to identify classes that could serve for the pilot. The directors would work with the instructors of these classes to identify what curriculum would be workshops, directed learning activities or group tutor work. They should also look at the workshops and directed learning activities that the Writing Center and the library have already established and make use of these. As this is a pilot, the college will not be collecting apportionment.

      Cathy Gillis expressed that Michael Conroy is concerned about the Writing Center and its role in the Student Success Center model. It was suggested that he be invited to an upcoming BSI meeting and discuss how the Student Success Center would work with the Writing Center.
Members discussed building a pilot “shell” for the Student Success Center. Activities could be assigned as homework, or there is a way to now send classes through the expedited curriculum committee process.

Rebecca will work on writing a draft of the shell for the pilot Student Success Centers. Her plan is to send out to the BSI Committee before the next meeting and once it is approved by the committee to send to Terry Guigni.

Adjourned: 4:00 p.m.

Carolyn Sanchez
Recording Secretary