BSI Minutes
May 12, 2014
Special Collections Room
2:45 – 3:45

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

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

2. **Approval of minutes**
   M/S/C approval of minutes from April 14, 2014

3. **Public Comment** – None

4. **Announcements** – None

5. **Discussion Items**
   5.1 Update of hiring for Success Center Directors
   Faculty and staff think that the Office of Instruction is not behind the Success Centers. Dr. Giugni is supposed to send out an email to all faculty and staff. Rebecca drafted an email for Dr. Giugni. She read it to committee members.

   Sheryl Fernandez reported that there was no report on BSI at the last Academic Senate meeting.

   Stipend for the Success Center Directors has been ratified at the table.

   The main goal for this summer is to write the curriculum. The Directors would work with the BSI Committee. We have set aside a lot of money for these directors. We are now two weeks away from the end of spring semester. Hopefully the money can roll over to the next fiscal year.

   5.2 Update on EOY report
   The EOY report is based on data scorecard. Basic skills is falling. Marci Sanchez was hired to teach a Learning Communities class. She has not been able to teach this class since she became division chair for counseling.

   We don’t have required math placement testing (which is in our BSI plan). We need someone to go through the catalog and earmark the classes that say “need transcripts” (they need math placement test. We need to hire someone to go through the catalog over the summer. We need this done for math classes and science classes. This should be done before the BSI grant is done. We will need to let Dr. Giugni know that we need to hire someone to complete this. We could ask Diane Van Deusen to do it. Rebecca will ask Laura Ecklin how to go about hiring someone.
The EOY is due in October. It needs to be signed by the college president, Academic Senate President, VP of Instruction and VP of Student Services.

5.3 Vote on Professional Development Request
Christine Palella has submitted a request to BSI for $1,500 for the Reading Apprenticeship Training. She has indicated that she would pay for the second half ($500) herself. She has also applied for a scholarship. We want to encourage our adjunct faculty members to take part in these trainings. BSI, in the past, has paid for tuition but not expenses. BSI members present are in support of this request. Rebecca will send out an email to the BSI committee to get everyone’s input.

Adjourned: 4:00

Carolyn Sanchez
Recording Secretary