

BSI STEERING COMMITTEE AGENDA



Meeting Overview

Attendees	Gregory Anderson Robert Griffin	Howard Irvin Michele LeBleu-Burns Diana Lydgate	Jerry Rosenberg Marion Winters
Date & Time	April 9, 2009, 2:00pm		
Location	Student and Community Services Conference Room		

Minutes

1. Revisit our action plan (handout)
 - Review handout
 - BSI Regional meeting confirmed – we will need to confirm all ten attendees. Those who are confirmed are: Michele Le Bleu – Burns, Jesus Quintero, Veronica Avila, and Gregory Anderson.
2. Discuss next steps to implement Action Plan
 - a. What have we accomplished?
 - b. What are we accomplishing currently?
 - c. What still needs to be addressed?
 - The Action Plan – the goal is bringing coherence to all of the efforts that serve students at the developmental level, including both in-class pedagogy and out-of-class learning resources.
 - The action is the Developmental Task Force.
 - Given impending budget cuts, this work is vulnerable, so it would be really valuable to create a draft of a committee charge.
 - How would these last set of proposals be related to this developmental task force?
 - Would it be necessary to have the Steering Committee?
 - (Diana Lydagate)We're moving towards a centralized manner, it has to happen at a higher level, I'm thinking about the deans, this committee, is this really the level that change can happen at? It's a start, a step, but there is concern about the real power that this committee can have. Constituent representation is needed – the President and VP endorse, the Sciences need to be involved, require representation, otherwise, you'll have to try to pull people apart to do this.

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- It's really critical to get the BS word out and create a culture of understanding and equity. Student Equity was very strategic in getting the word out through academic senate and the deans council. Once they did their presentation over and over again, town hall meetings, trainings, those kinds of things, then we got the buy-in from the higher-up, that was the clutch. When the terminology was used, then everyone understood student equity and now it's a part of the culture, it was a movement from the ground up.
- It's the same thing with Basic Skills, the word has to get out. Need special meetings for VPs and Pres and Deans, do a blitz campaign, where everybody understands the point, we need to permeate everything. It should be a part of the job description, we need a marketing plan.
- In essence, even without this committee, the program reviews consistently showed two speaking points – student equity and serving students at the Basic Skills level.
- There are some pockets of resistance, and so it has to be integrated into that level of management where decision making could happen.
- There needs to be a person who is in charge of Basic Skills program solely dedicated to working with the Basic Skills student population; also, there has to be accountability. Student services has taken the description to make it a part of the job description, this could be a task of the committee—to change the structure of the job to be inclusive of Basic Skills.
- Accountability has to be present if someone is responsible for basic skills. The key is to understand and the first step is our perceptions – how do we view this population. Hopefully these efforts will help us to work with this population, it will be a deficit for our faculty and staff if we do not have a clear definition of the cause to make sure this is effectively addressed. Working with students who have difficulties in learning, should be cross-trained.
- In Math, MPS has been very effective, and has been frustrated with trying to expand it to the scale needed, the model is there, but we've got to make it smooth and scale it.
 - Hiring priorities need to reflect it and has to be in the evaluation, in the hiring sheet for minimum qualifications, and should have institutional support.
 - As we approach fiscal year, where are we, in relation to the budget cuts?
 - The standard of programming needs to be above and beyond what the college is doing.
 - It is important for our proposers who are funded already, at some point, to call them in to present to this committee what is actually going on with their proposed projects. We need to make sure these efforts are targeting the population we intended to serve.

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- As we make reductions, we may have to create something new, find partnerships to make sure that programs are picked up since college doesn't provide much funding for developmental level students.
- Ways colleges have lost money is supplanting.
- If people don't spend all their money, what will happen?

d. What is realistic for next year?

3. Update on Teaching and Learning Conference

a. Encouraging participation

- i. Are any faculty members interested?
 - The Title III Math Team is also working on a Math Department retreat, could the Math Department Retreat work in conjunction with the Teaching and Learning Conference?
 - Check with Barbara Illowsky to see if she is interested in presenting.
- ii. MaryAlice Bonilla, Doli Bambhania, Michele Le Bleu – Burns are already working hard on the committee this quarter.

b. compensation for content developer

- i. MaryAlice will be working with students to prepare them adequately for the conference. MaryAlice will need to be compensated for her work to prepare students for the conference – will this be possible?
- ii. Students will be utilized and trained and will be presented to the faculty at the conference. One hour at the beginning, and then 45 minutes after the workshop. MaryAlice will have to work several hours and additional teaching weeks before the conference.
- iii. Most of the conference will be based on what she proposed. In her proposal, there was no funding amount written in. It will be important for her to describe her product.
- iv. That proposal also, is the basis for what we want to do in the Action Plan, kickoff of the Teaching and Learning Conference, and then have workshops that are related to the objectives of BSI.
- v. Could staff development be pulled-in to compensate MaryAlice?
- vi. Funding her proposal versus paying MaryAlice for her work, or release time. Pay or release time has to be consistent with district standards.
- vii. We will need to clarify what MaryAlice should get based on other proposals, for the sake of equity – funding her proposal versus paying MaryAlice for her work.
- viii. Originally, MaryAlice's proposal was for workshop format, but idea has been adapted for the conference.

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Announcement: Gregory will be putting forward another call for applications for the Title III Project Assistant. Gregory would like to request support for this new hire to be approved by the Board of Trustees.

Next Meeting

Attendees	BSI Oversight Committee
Date & Time	April 23, 2008, 2:00pm
Location	TBD