**Basic Skills Committee**

**Meeting Notes**

**September 11, 2014**

**In attendance:**

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| Najia Azizi | Kathleen Donlan | Carla Matute | Elvia Ornelas-Garcia | Heather Roth |
| Minyoung (Michelle) Lee  |  |  |  |  |

Meeting Started at 2:30pm Location: LA-25

Minutes from the last meeting were reviewed and approved.

**Meting Times**

Given schedule conflicts of some of the committee members, the committee voted to change the meeting times to the 4th Thursday of each month.

**Review of Roster**

The committee reviewed the committee roster. The committee is in need of a student representative. Agustin agreed to email Erika Green, who works with ASU, to get a student representative. The committee has a new member, Michelle Lee. She is a part-time instructor in the Math department.

**Committee Project Reports**

**Counseling**: Najia and Maritza will develop some plans to increase Basic Skills student access to counselors. The will start a discussion among counselors at their department meeting.

**Supplemental Instruction**: Heather had a supplemental instruction last semester. Heather shared on her experience with SI. Although the student did positively contributed to the learning experience of other students, in the future Heather will like a more advanced student to be the SI. This semester there is no supplemental instruction. Elvia suggested that in the future, there should be a more systematic way to compare the impact that supplemental instruction had on the students. It was suggested that Brandy (our new tutoring coordinator) can work with supplemental instructions.

**Faculty Development:** The committee agreed to invite faculty who have benefited from faculty development funds, to come back and provide a brief report on their experience. This will help the committee decide on what future grants to fund. Agustin agreed to send an invitation to the Reading Apprenticeship applicants.

**Student Success Committee**

Agustin discussed the work that the Student Success Committee is doing. There is the possibility of having a join meeting with SSC. The BSI committee is open to having a joined meeting with the SSC to discuss how the work of the SSC impacts Basic Skills students and intersects with the work the BSI committee is already doing.

**XITO Conference**

Elvia informed the committee of the opportunity to attend a professional development workshop offered by Xicano Institute for Teaching and Organizing. Elvia and Agustin said that they would apply for funds and attend the workshop.

Meeting adjourned at 4:00.