**Basic Skills Committee**

**Meeting Notes**

**January 22, 2013**

Elvia Ornelas-Garcia, Helen Kalkstein, Ellen Smith, Sherry Sharufa, Kenyetta Tribble, Kimm Blackwell, John Gregorian

Meeting Started at 2:40pm

We reviewed the minutes from the last meeting.

Ellen will follow up on application dates for BSILI.

Kenyetta showed a PowerPoint that was presented at the 2012 Fall Plenary Session. To access the PowerPoint go to <http://asccc.org/events/2012/fall-plenary-session/presentations> and click on “Basic Skills Advisory Committee”. The PowerPoint highlights what is happening with BSI at the state level. It was suggested that the link be placed on the portal.

Kenyetta also showed us the cohort tracking tool. We are aware that there are issues with some of our class top codes. Kenyetta will email the committee the current coding so that we can start to address the issue. We may be losing money because the coding is not correct. Helen suggested that a request be submitted to the President to partially pay for tutoring in the next funding cycle. Sherry will draft a letter.

Nooshi was not in attendance, but Kenyetta shared that an email was sent out to faculty about getting ESL students to take the COMPASS test. Nooshi did an excellent job with the letter that went out to the students. Students showed up to take the test, and were being helped. Another test date is set up for January 23. Nooshi will be able to speak more about the project at the next meeting.

Elvia updated us on what is happening with the Student Success Forum. They had been working on a name and mission and now have both in place. She will share with the committee what is being discussed. She also mentioned the AB540 conference which will take place March 23 or 24. On February 6th, E4FC (Educators for Fair Consideration) will hold a training.

Meeting ended at 3:40pm.