**Basic Skills Committee**

**Meeting Notes**

**January 22, 2013**

Helen Kalkstein, Ellen Smith, Sherry Sharufa, Kimm Blackwell, John Gregorian, Jason Berner, Nooshi Borhan, Dan Hardin, Janice Leighton, Luanna Waters

Meeting Started at 2:40pm

We reviewed the minutes from the last meeting.

Helen brought some treats to celebrate Nooshi’s becoming a US citizen.

Luanna introduced Dan Hardin, and Janice Leighton (two student senators) who may be attending the meetings in the future. Dan and Janice had questions about who are the basic skills students, and how funding is used.

Nooshi informed us about her research on joint ESL, Academic Skills, and English students. Letters were drafted and sent to students who had taken ESL placement test and had not completed all the ESL classes. Nooshi also met with counseling to determine who had not taken the ESL placement test, and sent letters to those students who had been referred to her. Out of the 132 students referred, 122 students were provided advising letters.

Nooshi met with the Counseling Department December 12th to share results, and make sure that the advice shared with students is consistent.

The ESL Department is moving to all late-start classes next semester in order to be more effective in identifying and directing students. Gabriela Segade will attend an all-faculty English/Academic Skills meeting to share with others how to consistently identify ESL errors, and provide direction to ESL students. Nooshi is asking for $3000 to continue with the project for next semester.

Janice suggested that students take a mandatory class so they can get consistent information. We can’t make a class mandatory unless it has a pre-requisite.

Jason suggested changing the name on ESL classes because some students view ESL incorrectly.

Helen suggested that part-timers and counselors be informed during the summer to work with ESL students.

Kimm felt that we are helping ESL students at the exclusion of others and wanted to make sure that we consider all students.

We started to talk about the budget allocation and came up with some budget items. We decided to wait until the next meeting to discuss. Tutoring is always the biggest budget item and we need to figure out if BSI will continue to carry the load for the college. We are limited in funding if we continue carry tutoring 100%. We are limited in our ability to implement other interventions/programs.

Zolayma $3000

Assessment $10,000

BSI Coordinator $12,000

Professional Dev. $6000

ESL Tutoring $10,000

ESL Assessment $6,000

Research ?

Meeting ended at 4:10pm.

Next meeting will be Tuesday February 26.