Basic Skills Initiative (BSI) Meeting Minutes  
Thursday, April 21, 2016  
SAS 303 12:50 – 1:50 pm

Committee Members Present: N. Baciuna, A. Garcia, D. Kamel, J. LaPorte, S. Nyrop, D. Renfrow, K. Richards-Dinger, K. Stevenson, C. Yao  
Administrative Facilitator: D. Vakil  
Recorder: S. Scott-Demery

I. **Call to Order:** K. Richards-Dinger called the meeting to order at 12:53 pm

II. **Approval of Agenda:** 

   *Motion* to approve agenda: S. Nyrop, 2<sup>nd</sup>: A. Garcia. The agenda was approved unanimously.

III. **Approval of Previous Minutes:** 

   *Motion* to approve previous minutes: S. Nyrop, 2<sup>nd</sup>: C. Yao. The agenda was approved unanimously.

IV. **Information Items**

   - The BSI website was updated with links to currently approved proposals, minutes, and agendas. The Proposal Request form is being converted to a fillable PDF that will also be available on the website soon.
   - The LINKS 2.0 conference will take place at College of the Canyons April 29-30. J. LaPorte will attend. K. Richards-Dinger will notify other potentially interested parties at MVC about the conference.

V. **Old Business**

   There was no old business to report.

VI. **New Business**

   - The following Proposals were discussed and approved:
     - Amendment to Reading Apprenticeship (RA) Conference car rental and shuttle cost. *Motion:* C. Yao, 2<sup>nd</sup>: N. Baciuna. Approved unanimously.
     - Math 37 counselor recruitment for Fall 16 will be extended into the summer semester. *Motion:* S. Nyrop, 2<sup>nd</sup>: C. Yao. Approved unanimously.
     - ESL outreach will be extended through summer. *Motion:* S. Nyrop, 2<sup>nd</sup>: C. Yao. Approved unanimously.
     - Two proposals for the Library were presented by D. Renfrow to the group: 1) ESL Library Collection and 2) Credo subscription
       - **ESL Library collection:** 80 abridged titles (best seller, classic literature) were selected from Oxford University Press. D. Vakil asked if the proposed $1,200 will be enough and D. Renfrow replied that it was not but would be a good start. After further discussion, the committee voted to revise the $1,200 proposal and double it to $2,400. $1,200 of the revised amount will be designated for the holding account. *Motion:* S. Nyrop, 2<sup>nd</sup>: C. Yao. Approved unanimously.
Credo is courseware that provides tutorials on information literacy, one of the college’s General Education Student Learning Outcomes. Basic Skills courses that could benefit from this resource include REA 83, ENG 50, and ENG 80. The plan is to attend department/discipline meetings and/or FLEX days to show faculty how to use it. **Motion:** S. Nyrop, 2nd: N. Bacuina.

- Someone to coordinate a RA Workshop at MVC
  - D. Vakil mentioned this might fall under the purview of the Transformation Grant (below).

- Basic Skills and Student Outcomes Transformation Grant
  - The state has $60 million to divide amongst recipient colleges. All three RCCD colleges applied and were awarded the maximum of $1.5 million each. Several of the expected outcomes will involve Basic Skills and ESL curricula.

- Reporting on Measurable Outcomes at Year End
  - The group brainstormed ideas on how to structure reporting so that outcomes can be accurately measured. Discussion will continue at the May meeting.

**VII. Additional Agenda Items**
No additional agenda items were discussed. The meeting adjourned at 1:56 pm.

**VIII. Next Meeting**
Thursday, May 19 at 12:50 pm