Basic Skills Committee
Minutes of 9/19/05

Present:

I. Vote on new co-chair
Maria Rosales-Uribe was nominated and elected as co-chair as Basic Skills Committee

II. Nadine reviewed the prior two years’ work in order to focus on present academic year’s objectives. This review highlights the following:

1. Academic Policies will meet Monday, 9/26 at 2:15-Cloud 303
   Nadine invited members to join Maria and her to be present if given the opportunity to walk through the document and focus the Academic Policies members’ attention on parts that are important.

2. Reflective Teaching: Maria reported on the two groups that started meeting the week of September 12th. These Reflective Teaching Circles will meet on the second Wednesday and Friday of the month. It was emphasized that this particular project is part of the Carnegie Grant’s goal to have teachers from credit English and math, non-credit English and math, and other faculty members from other disciplines come together to focus on basic skills student learning. More credit math teachers are needed for this venture to be a complete success. We can still create another group meeting on an alternating Wednesday.

3. SSPIRES Grant
   Bob have a quick review of the many grants we are presently working with whose focus is on the basic skills student. (Title III Grant, Koret and Carnegie Grant).

   The Opening the Doors Project (SPIRE) is a 5-year’s horizon effort to look at literature on 18-24 underprepared Hispanic and African-American students focusing on what creates successful programs. This project is testing out the relationship with rigor learning communities, academic support and financial aid incentives and student success.
   Each of these projects is testing out approaches that increase levels of persistence and success.
   SSPIRE has asked 41 colleges throughout California to apply for a grant of 3 years with 300,000 total. At CCSF one of the main goals in response to RFA is to take key holding groups and have them meet for 3 years. This is in alignment with objective number 3 of the Basic Skills Recommendation. This group would look at proliferation of efforts, synthesis and coordination. Other issues of course sequence of basic skills, relationship to student services and lab requirements, and synchronization of lab services can be addressed by this group. The budget of this proposed grant has not been finished yet.

III. The bulk of the meeting was to set the agenda for 05-06. The following were some of the three guiding questions.

What would you like to do this year? Work on Teaching Learning Centers? Come to discuss our own teaching?
There was a brainstorm session from the group of other topics that could be explored. They were the following:

1) Lab Coordination-How English and ESL coordinate? Value of central decentralized programs or lab? Do we want or need both? Discussion on the range.
2) Integration with curriculum with lab.
3) Recommendation 2: What’s been done in these areas? What can be expanded?
4) Extended orientation
5) Links of courses and workshops
6) What is about the math lab that is successful?
7) How has the Writing Success program changed and how is it working?
8) Talk about the changes that are going on in the different labs?
9) Meeting at the labs and to see what is available for students.
10) Perspectives of people visiting the labs
11) What is the vehicle on sharing the integration of talking to faculty members from different departments on what students need to be successful in their courses (i.e., Physics, Psychology, History)
12) Writing/Reading across the curriculum
13) Promote basic skills in other content areas
14) Profession Development for larger community of content courses in how to better teach basic skills students

Nadine asked everyone to choose his or her top 4 choices from this list. The following three were the most chosen:

- Coordination of programs and services
- Reading/Writing across the curriculum
- Professional Development

It was then agreed upon that at each meeting people will divide into working groups and take each of the three recommendations of the Basic Skills Subcommittee Recommendation and discuss how to move forward. All three of the above topics are addressed in this document. People should come ready to work on the piece they are most interested in.

IV. Announcements:
1) The next two meetings scheduled for this semester are October 17 and November 14.
2) WSP Open House will be on Wednesday October 5 12-2
3) Check out this website that is being developed in order to give input.
   www.ccsf.edu/lac/TeachingLearning