



## Basic Skills Committee Meeting

April 5, 2012, LR 105, 2:30-3:30 pm

**Present:** *Georgia Gaspar, Henry Gee, Jim Chandler, Karleen Curlee, Kenn Pierson, Leah Griffith, Mark Littrell, Marie Eckstrom, Michelle Bean, Robert Holcomb, Sally Willsey, Sergio Guzman, Tyler Okamoto.*

**Call to Order:** Sergio Guzman called the meeting to order at 2:30 pm.

**Approval of Minutes:** Marie Eckstrom moved to approve the March 1, 2012 meeting minutes, which was seconded by Robert Holcomb. The motion carried without objection.

**Announcements:** Robert Holcomb spoke regarding the *3CSN Network BSI Professional Group*; our campus is affiliated with the Orange County region. Robert stated that both he and Sergio would look into the possibility of attending the *3CSN Leadership Retreat* in Lake Arrowhead, from June 3<sup>rd</sup> through the 7<sup>th</sup>. Robert asked if there was anyone else interested in attending.

Marie Eckstrom discussed initial, on-going efforts to develop a teaching/learning faculty resource center on campus. A subcommittee has been formed toward this end and has already held its first few meetings.

There was discussion about creating a *BSI Handbook* as an instructional resource manual. This concept has been employed at *College of the Canyons*.

**Institutional Research:** It was announced that IRP staff would be presenting information regarding the *Fast-Track* program at the statewide *Research & Planning Group Conference* in Pomona. The PowerPoint from this presentation was emailed to *Basic Skills Committee* members.

### Projects:

- **Summer Bridge:** Michelle Bean advised the committee that at present 193 students had completed an application to participate in the 2012 program. She

also mentioned that outreach staff would soon begin recruiting high school seniors throughout the Whittier area.

- **Fast-Track:** Sergio stated that he was in the process inviting *Fast-Track* students to make counseling appointments. He also mentioned that fewer spring *Fast-Track* students participated in *Summer Bridge* than in the previous semester.
- **FYE:** Current *FYE* cohorts are well underway; preliminary indicators suggest that retention increased in both cohorts. Kenn Pierson mentioned that both *FYE* cohorts were included in the online tutoring program.
- **Gateway:** Gateway tutors have continued to utilize room LR 101 for tutoring. Several faculty members stated that Gateway tutors have been extremely active, in-and-outside of class, helping students.

**Other:** There were no other items discussed.

The meeting was adjourned at 3:06 pm.