

12/10/2009

October 13, 2009

BSI Committee Meeting

12:15-1:15pm

Room 451A

Minutes

Attendees: Cleavon Smith, Basic Skills Initiative Coordinator; Pieter de Haan, Faculty Senate President; Jenny Lowood, English Department Chair; Dmitry Zhiv, Basic Skills Math Instructor; Scott Hoshida, English Instructor; Chris Lebo-Planas, English Instructor; Eileen Pippin, Student Activities Advisor; Sharon Clegg, Student Senator; Michelle Stryko, Student; Victor Flint, Outreach Coordinator; Tra Boxer, BSI Counselor; Paula Coil, Transfer and Career Center Director

Agenda item: Discuss Steering Committee **Presenter:** Cleavon Smith

Discussion:

General agreement reached to form a steering committee. Originally proposed members are Ayele Lemma, Chris Lebo-Planas, Jose Martin, Dmitry Zhiv, Gabe Winer, Paula Coil, and Allison Greene. Cleavon Smith, the BSI Coordinator will chair the committee.

Action items	Person responsible	Deadline
Create Roles and Responsibilities	C. Smith	27 Oct

Agenda item: Edits to Draft Action Plan **Presenter:** Group Discussion

Discussion:

C. Smith presented draft of Action Plan. J. Lowood raised questions about funding for tutoring which was left off the Action Plan. J. Lowood also raised concerns that there was no "Innovations Fund" for discretionary spending in the event of a last minute requests that fit the goals and objectives of the year. Finally J. Lowood pointed out that there was no direct mentioning that the Teaching and Learning Center was supported by the Action Plan.

Action items	Person responsible	Deadline
Discuss with dean and VPI IRT funding for tutoring.	C. Smith	27 Oct
Edit Action Plan to read that FIGs will be managed through the Teaching and Learning Center.	C. Smith	27 Oct
Include "Innovations Fund" in the budget of the Action Plan	C. Smith	27 Oct

Next Meeting:

Discussion: Meeting to be held during the College Hour on 27 October 2009, Room 451A

- Review Draft Action Plan
- Discuss and Approve BSI Steering Committee Roles and Responsibilities
- Nominate attendees to November BSI Regional Meeting