

## **BSLCAC Meeting Minutes, Friday, April 15, 2011, 12-2pm, SAC 214**

In attendance: Joseph Carter, Beth Regardz, Anna Zagorska, Maggie Paul, Deborah Shulman, Julie Hanks, Terra Morris, Winnie Baer, Margery Regalado, Tama Bolton, Sheryl Kern-Jones, Luz M. Cardona, Susanne Muszala, Franciso Tostado, Antonio Alarcon, Anya Finke, Rachel Mayo, Nancy Fetterman, Eric Grabiell, Victoria Banales

1. **2007-2011 BSI Action Plans:** Committee members carefully reviewed the last four years of BSI Action Plans (2007-2008, 2008-2009, 2009-2010, 2010-2011—see attached). In preparation for this meeting, Victoria Banales and Diane Putnam went through each of the Action Plans, checking off items that were “complete,” “ongoing,” or “incomplete.” At today’s meeting, particular attention was given to items that remained incomplete or were aborted (due to a variety of reasons—i.e., budget issues). A request was made to include more than three columns to allow for more specific categories (i.e., in progress, aborted due to budget issues, subsumed by other group, etc.). *NOTE: this document is for internal purposes only (i.e., will not be submitted to Chancellor’s office).*
  
2. **2011-2012 BSI Action Plan:** Committee members carefully reviewed a DRAFT of the upcoming 2011-2012 BSI Action Plan, discussing strategies and making edits as appropriate. In addition to approving items included in the DRAFT (see attached), members requested that we reinstate or add the following items:
  - a. Examine the alignment of ESL, English, and Reading courses. *reinstate*
  - b. Examine strategies to meet the needs of less than full-time and/or evening students. *reinstate*
  - c. Promote BSLCAC to Cabrillo staff and faculty, especially CTE/transfer faculty. *reinstate*
  - d. Research newly found discrepancies between ESL and English assessments. *new*
  - e. Explore how to make student resources/services more accessible to basic skills students. *new*

- f. Follow up and get an update on Cabrillo's goal to create universal tutorial software. *new*
- g. Follow up and get an update on when we will move into Bldg. 501/create a site for Learning Communities (formerly ACES). *reinstate*
- h. Continue connecting Counselors to basic skills learning communities and create stronger collaborative links on how to better support basic skills students. *reinstate*
- i. Explore new ways to provide early assistance to basic skills students given cuts. *new*
- j. Identify new ways to provide instructional support given cuts in tutorials and lab hours. *new*
- k. Explore ways to help basic skills students obtain information about LD assessments and other support services. *new*
- l. Continue to support high-touch recruitment and enrollment intake system for basic skills students. *reinstate*

Victoria will revise the 2011-2012 Action Plan and will present the edited version to members at the BSLCAC FLEX meeting in late August. The final Plan is due in October 2011 to the Chancellor's Office.

3. Victoria passed out copies of the newly created "Learning Communities Proposal Form" (draft). The purpose of this form is to create a formal process for faculty who wish to teach in and create a learning community. Please look over and send any feedback/suggestions to: [yibanale@cabrillo.edu](mailto:yibanale@cabrillo.edu).

Meeting adjourned at 2pm. Our next meeting will take place during FLEX week.