

Attending:

<input checked="" type="checkbox"/> Terri Long (Co-Chair)	<input type="checkbox"/> Pat Bower	<input checked="" type="checkbox"/> Bailey Smith	<input checked="" type="checkbox"/> Antoine Thomas
<input checked="" type="checkbox"/> Madelyn Arballo	<input checked="" type="checkbox"/> Glenda Bro (Co-Chair)	<input checked="" type="checkbox"/> Daniel Lamoree	<input checked="" type="checkbox"/> Anabel Perez-Marquez
<input type="checkbox"/> Lisa Ledeboer	<input checked="" type="checkbox"/> Michael Sanetrick	<input checked="" type="checkbox"/> Margie Whalen	<input type="checkbox"/> Luisa Howell
<input checked="" type="checkbox"/> Tom Mauch	<input type="checkbox"/> Lisa Nguyen (on leave)	<input type="checkbox"/>	<input checked="" type="checkbox"/> Barbara McNeice-Stallard
			<input type="checkbox"/> Michelle-Lynn Gallego (student)

MINUTES	
----------------	--

Item/Comments	Discussion/Outcome
----------------------	---------------------------

1.	Approval of Minutes from November 10, 2011	The minutes for November 10, 2011 were approved as written.
2.	Budget	<p>With the basic skills allocation from the state and the amount funded for projects this year, the basic skills budget should have approximately the same remaining balance for 2012-13 as last year.</p> <p>The BSCC plans to allocate the same total amount of funds to projects in 2012-13 that is allocated this year. This year the BSCC will be accepting new proposals for 2012-13. The committee would like to see innovative and creative proposals.</p> <p>The five remaining full time positions in the basic skills budget will not be funded by the college next year. Therefore basic skills will continue to provide funds for the five positions.</p> <p>Mid-term Report – Sally will send out the Mid-term report request form along with the current project balances to all of the project managers. The reports are due on March 2, 2012.</p>
3.	2012-2013 Basic Skills Projects/new proposals	<p><u>Timeline for the Call for Proposals</u> The Call for Proposals will be emailed to the campus prior to the holiday break. (Dec. 21, 2011) It will be emailed to the campus again in February 2012.</p> <p>The proposals are due on April 2, 2012. Workshops will be scheduled in March to answer any questions regarding the application process.</p> <p>The BSCC will review the proposals on April 12, 2012 and if needed on April 26, 2012. A budget allocation recommendation from the BSCC will be forwarded to Dr. Burley and Dr. Yamagata-Noji for the final decision on the funding of projects.</p>

		The final recommendation for projects will be sent to SPAS and the Academic Senate concurrently, no later than April 27, 2012.
4.	Data collection update – Daniel	Daniel shared 2 models with the committee.
5.	College Student Success Plan – BSCC Goal – Action Plan	Glenda and Barbara will put together a document on getting students through the basic skills sequences and they will share the document with the committee.
6.	Roadmap – collection of best practices	In addition to the information on resources for the Roadmap that committee members gathered, Terri will send an email to department chairs and ask them what kinds of resources they have available to help students succeed. It was suggested that the BSCC use a summer Bridge class as a pilot to aid in the design of the Roadmap project.
7.	Announcements	Terri and Glenda have prepared a presentation on the Basic Skills Initiative that they will present to the Board of Trustees on Dec. 15, 2011. Terri mentioned that it would be nice to have committee members present at the Board meeting. McGraw-Hill is offering scholarships for the annual Kellogg Institute which will take place this summer in Boone, NC. Mt.SAC can send one full time and one adjunct instructor to the institute. The application is due on Jan. 26, 2012.
		Meetings held: 2 nd and 4 th Thursdays 2:30 – 4:00 pm in Bldg. 4, Conference Room Fall Meeting dates: Dec. 8 (Budget discussion) Spring Meeting dates: March 8, 22, April 12, 26, May 10, 24, June 7

FUTURE ACTIVITIES: