

# Crafton Hills College

## Basic Skills Committee Agenda

Date: November 19<sup>th</sup>, 2014  
 Next Meeting December 3, 2014  
 Time: 12:00 noon –1:00 p.m.  
 Location: LRC 107

The Basic Skills Committee is authorized by the Academic Senate to collaboratively develop, coordinate and oversee the Basic Skills Initiative Plan, including the development of curriculum and student support services for basic skills students and courses

### Voting Members:

Jim Holbrook  
 Lynn Lowe  
 Dean Papas  
 Jonathan Townsend  
 Soutsakhone Xayaphanthong  
 Luis Mondragon

Patricia Menchaca  
 Evan Sternard  
 Sherri Wilson  
 Maureen Fry

### Non-voting Members:

Mark Snowwhite  
 Bryan Reece  
 Rejoice Chavira

### Guests:

In accordance with the Ralph M. Brown Act and SB 751, minutes of the Crafton Hills College Academic Senate will record the votes of all members as follows: (1) Members recorded as absent are non-voting; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members votes are understood as a vote in the majority

### Long term goals as reported on 2013 BSI report and 2015 Allocation of funds

- A. Coordinate and integrate classroom instruction and academic support services to provide students a clear pathway to achieving success. (\$10,000 allocation)
- B. Continue comprehensive assessment and evaluation that facilitates evidenced-based decision making in developmental education. (\$60,000 allocation)
- C. Ensure that faculty and staff have access to creative and innovative ideas in developmental education through professional development and have the necessary support to implement those ideas. (\$20,000 allocation)

Total allocation (\$90,000 for 14-15)

	Recommendation/Discussion/Future Business	Action
Call Meeting To Order		
Approval of 11-5-14 Minutes		
Informational Item: Committee Membership	Luis Mondragon: new member Liz Langenfeld: committee withdrawal Consecutive absences	
Old Business		
Request for clerical support/meeting minutes		
Appoint primary contact for Basic Skills information from the state Chancellor's office		
Current Budget Report (Mark Snowwhite, 5 minutes)		
New Business		

Review of Brown Act / meeting structure (10 min)		
New room location		
Establish a definition of Basic Skills that does not conflict with the state definition. (10 min)		
Committee meet and greet		
Tutoring Center Structure, existing data, and future data. (Luis Mondragon and Jonathon Townsend)		
Professional Development: Review of last year's activities and future potential activities. (Dean Papas)		
Identify how this plan interfaces and links with other related plans including financial plans.		
Statements from the public		
Announcements		
Adjourn		
Future Business	<ul style="list-style-type: none"> <li>-Develop a glossary of terms related to Basic Skills.</li> <li>-Develop and generate a single sheet policy and practice.</li> <li>-Conduct a review of all Basic Skills courses and services</li> <li>-Define what needs to be measured.</li> <li>-Define what needs to be evaluated.</li> <li>- Discussion with content experts and students (example: perspective of tutoring, DSPS, reading, etc.)</li> <li>- Develop an outline of the plan.</li> <li>- Develop a sustainable pathway to increase the success of Basic Skills students.</li> </ul>	
<b>Mission Statement</b> The mission of Crafton Hills College is to advance the educational, career, and personal success of our diverse campus community through engagement and learning.	<b>Vision Statement</b> Crafton Hills College will be the college of choice for students who seek deep learning, personal growth, a supportive community, and a beautiful collegiate setting.	<b>Institutional Values</b> Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.