

# Crafton Hills College

## Basic Skills Committee Agenda

Date: September 16, 2015  
 Time: 12:00 noon –1:00 p.m.  
 Location: LRC 107  
 Next Meeting: October 7, 2015

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:

Maureen Fry  
 Lynn Lowe  
 Patricia Menchaca  
 Dean Papas  
 Jonathan Townsend

### Non-voting Members:

Mark Snowwhite  
 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)

### Basic Skills Course Definition: Non-degree applicable courses in English Reading, English Writing, and Mathematics

	Recommendation/Discussion/Future Business	Action
Call Meeting To Order		
Approval of minutes		
Current Budget Report (Mark Snowwhite) 3 <sup>rd</sup> Wednesday of Month.		
Review of Charge (Denise Allen)		
Review of information	Provide compilation of informational packets on the website	
Long term project		
Basic Skills Plan Outline	Continue to narrow outline topics	
New Business		
Committee Chair	Recommendations for committee chair	
Meeting Time		
Funding request form	Request committee member to develop funding request form	
Funding rubric	Request committee member to develop rubric for funding requests	

SSSP Plan	Request committee member to be SSSP plan expert	
SEP Plan	Request committee member to be SEP expert	
BSI Allocation report	Review	
Expenditure report (mark)	Review	
<b>Communications</b>		
Statements from the public		
Announcements		
Adjourn		
Future Business	<ul style="list-style-type: none"> <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>- Discuss tutoring center funding</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> <li>- Summer Readiness Program</li> <li>- Identify how this plan interfaces and links with other related plans including financial plans.</li> <li>- Develop a glossary of terms, policy, and practice.</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.