

# Crafton Hills College

## Basic Skills Committee Agenda

**Date: October 7, 2015**  
**Time: 12:00 noon –1:00 p.m.**  
**Location: LADM 304**  
**Next Meeting: October 21, 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:

Brandi Bailes

Lynn Lowe

Patricia Menchaca

Patricia Quach

Shohreh Rahbarnia

Scott Rippey

Evan Sternard

Soutsakhone Xayaphanthong

### Non-voting Members and Administrative Support:

Mark Snowwhite

Rejoice Chavira

Laura Oliver

### 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 2016 Allocation of funds

- A. Coordinate and integrate classroom instruction and academic support services to provide students a clear pathway to achieving success. **(\$60,000 allocation)**
- B. Continue comprehensive assessment and evaluation that facilitates evidenced-based decision making in developmental education. **(\$25,000 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. **(\$10,000 allocation)**

**Total allocation (\$90,000 for 15-16)**

### 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 (9/16/15)		
Current Budget Report (Mark Snowwhite) 3 <sup>rd</sup> Wednesday of Month.		
Committee Binders		
BSI Coordinator Position		
<b>Long term project</b>		
Basic Skills Plan Outline	The committee will continue to narrow outline topics at the next meeting.	
<b>New Business</b>		
Allocation Report 2015-2016	Review and Discuss	
BSI Fund Request Rubric	Review and finalize funding request and rubric forms	
<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.