

Crafton Hills College

Basic Skills Committee Minutes

Date: December 10th, 2014
 Next Meeting January 14th, 2015
 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 Sernard
 * 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	12:05	
Approval of 12-3-14 minutes		Holbrook, Papas (MSC)
Current Budget Report (Mark Snowwhite, 5 minutes)	Budget administrator will evaluate and report on the dispersments of student equity funding and basic skills funding at the next meeting.	
Old Business		
Determine meeting location	Next meeting to be held at OE115 on a trial basis	
Establish a definition of Basic Skills that does not conflict with the state definition.	Recommendation to accept the following statement as our Basic Skills definition: Pre-collegiate basic skills 900 level courses in Reading, English, and Mathematics	Motion: To approve the following statement as a basic skills course definition: "Non degree applicable courses in English Reading, English Writing, and Mathematics. (Holbrook, Sternard. MSC)
	Ongoing Business	

Tutoring presentation to cover process, funding, and data. Luis Mondragon and Jonathon Townsend: Continued	The committee agreed that Mondragon and Townsend will present information provided in it's entirety at the next meeting before questions from the committee will be answered.	
Identify how this plan interfaces and links with other related plans including financial plans.		
Develop a glossary of terms, policy, and practice.		
New Business		
Statements from the public		
Announcements	EOPS office will be hiring two interim counselors	
Adjourn	1:00pm	
Future Business	<ul style="list-style-type: none"> -Develop a glossary of terms related to Basic Skills. -Develop and generate a single sheet policy and practice. -Conduct a review of all Basic Skills courses and services -Define what needs to be measured. -Define what needs to be evaluated. - Discussion with content experts and students (example: perspective of tutoring, DSPS, reading, etc.) - Develop an outline of the plan. - Develop a sustainable pathway to increase the success of Basic Skills students. 	
Mission Statement The mission of Crafton Hills College is to advance the educational, career, and personal success of our diverse campus community through engagement and learning.	Vision Statement 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.	Institutional Values Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.