

Crafton Hills College

Basic Skills Committee Minutes

Date: February 25th, 2015
 Time: 12:00 noon –1:00 p.m.
 Location: BC 106
 Next Meeting: March 4th, 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:

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)

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

	Recommendation/Discussion/Future Business	Action
Call Meeting To Order	12:05pm	
Approval of 2/18/15 minutes	committe did not have a quorum at this time.	none
Current Budget Report (Mark Snowwhite) 3 rd Wednesday of Month.	Chair provided update. Last month student equity provided basic skills with approximately 95K of funding and anticipates adding to a total of 150K. Some of this funding will be used for summer bridge. Questions for reporter include why basic skills funding is used for summer bridge.	
Old Business		
Basic Skills Plan Writer	Recommendation to senate for a plan writer Discussion regarding a resolution to request basic skills coordinator whose responsibility would include the writing the BSI plan. A temporary solution is needed in the meantime and plans need to be made should that request get denied.	Begin working as a committee toward a resolution for a basic skills coordinator whose responsibilities will include the writing of a basic skills plan in the future (Sternard, Lowe, MSC)
Tutoring Center Overview	Questions regarding overview	
Ongoing Business		

Identify how this plan interfaces and links with other related plans including financial plans.		
Develop a glossary of terms, policy, and practice.		
New Business		
Basic Skills Report	Plan structure	
Content Experts	Department/program selection	
Membership	Soutsakhone Xayaphanthong Classified and student rep.	
Statements from the public		
Announcements		
Adjourn	12:46pm	
Future Business	<ul style="list-style-type: none"> -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.