

Crafton Hills College

Basic Skills Committee Minutes

Date: January 28th, 2015
 Time: 12:00 noon –1:00 p.m.
 Location: LRC 107
 Next Meeting: February 11th, 2015
 Next Meeting Location: BC-106

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: Laura Oliver

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	12:06	
Approval of 1-21-15 Minutes		Townsend, Papas, (MSC) Wilson abstained
Current Budget Report (Mark Snowwhite, 5 minutes)	Budget presentation will occur once a month, on the third week of the month.	Townsend, Sternard, (MSC)
Old Business		
Meeting time and Location	Meet in BC-106 on a trial basis until Spring Break to allow for best attendance.	Sternard, Wilson, (MSC)
Ongoing Business		
Tutoring Report-Luis Mondragon	Mondragon provided CHC Tutoring Center Overview and Tutoring Center Basic Skills Services and Needs Report and presented a report on tutoring. He will update the documents for clarification from questions from the committee for the next meeting. Townsend will present at the next meeting.	

Develop a glossary of terms, policy, and practice.		
New Business		
Statements from the public		
Announcements		
Adjourn	1:04	Next Meeting in BC-106 on 2/11/15
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.