

Crafton Hills College

Basic Skills Committee Minutes

Date: April 15, 2015
Time: 12:00 noon –1:00 p.m.
Location: BC 105
Next Meeting: April 22, 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 - A
 Lynn Lowe - P
 Dean Papas - A
 Jonathan Townsend - A
 Luis Mondragon - P

Patricia Menchaca - P
 Evan Sternard - A
 Sherri Wilson - P
 Maureen Fry - P

Non-voting Members:

Mark Snowwhite - P
 Bryan Reece - A
 Rejoice Chavira - A

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	The meeting was called to order at 12:06.	
Approval of 3/25/15 minutes	The minutes for March 25, 2015 meeting were approved as written.	Wilson, Lowe, (MSC) Abstained- Mondragon
Current Budget Report (Mark Snowwhite) 3 rd Wednesday of Month.		
Old Business		
Meeting location	Discussed meeting locations and how long into this semester the committee will meet. Lowe suggested the possibility of meeting on Fridays beginning in August. Wilson commented that after Sticky Friday members will know their schedules and can determine the best time for the meetings. Further discussion and another doodle poll will be conducted before setting meeting times for the next semester.	Motion: Meet in BC-105 for the remainder of the semester-until May 13 th . Fry, Lowe (MSC)
	New Business	

Reports	Menchaca presented a recap of the documents received from other colleges regarding how their Basic Skills programs operate. BS committee members will review the document, "BSI Coordinator Positions" to discuss the information for our plan by our next meeting. The committee will start on an outline at the next meeting.	
Chancellor's Office Summary of Basic Skills allowable expenditures		
Basic Skills Coordinator Survey	General overview and discussion	
CHC course data	Follow up on effectiveness of CHC courses tied to Basic Skills Courses.	
Content Experts (Rejoice Chavira)	Rejoice will discuss the Summer Readiness Program at the next meeting.	
Ongoing Business		
Identify how this plan interfaces and links with other related plans including financial plans.		
Develop a glossary of terms, policy, and practice.		
Statements from the public		
Announcements		
Adjourn	The meeting was adjourned at 12:59.	
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. -Summer Readiness Program 	
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.