

Crafton Hills College

Basic Skills Committee Minutes

Date: April 24, 2019

Time: 3:00 pm – 4:30 pm

Location: CCR 233

Next Meeting: May 8, 2019

Voting Members:	Danielle McCoy P	Non-Voting Members and
Ryan Bartlett A	Nicholas Reichert A	Administrative Support:
Kashaunda Harris P	Violeta Vasquez P	Kellori Dower A
Vonda O'Shaughnessy P	Sherri Wilson P	Keith Wurtz A
Lynn Lowe A	Souts Xayaphanthong P	Rejoice Chavira P
		Ginger Sutphin A

Guests: Kirsten Colvey and Dr. Rebecca Warren-Marlatt

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.
- B.** Continue comprehensive assessment and evaluation that facilitates evidenced-based decision making in developmental education.
- 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.

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

	Recommendation/Discussion/Future Business	Action
Call Meeting To Order		Called to order at 3:02pm.
Approval of Minutes (3/27/19)	M. V. O' Shaughnessy MSc: D. McCoy	Approved by consensus 3:05pm.
AB 705 Video – K. Wurtz	<p>At the previous BSI meeting K. Wurtz shared a video from the the state Chancellor's office for the AB1805/AB705 bills, which state that we must inform students of the changes. K. Colvey was invited to provide input on how CHC is making this information know to students. K. Colvey stated that the information is posted on CHC's website and it is also going on the new orientation website which is required by all new students. S. Wilson asked if the information should be on the CHC homepage rather than the testing page? K. Colvey does not think it's vital to be on the homepage because most students will not know that it's a new policy. R. W. Marlatt inquired if there were marketing efforts going out to the K-12 counselors and faculty. She stated that they should know about the changes and should receive an email with a link to provide more information on AB1805/AB705.</p> <p>S. Xayaphanthong asked if the video K. Wurtz presented from the state should be on the website? K. Colvey confirmed tha the video is on the website for students to view. S. Wilson expressed concerns that continuing student will more than likely not see the video because the do not go to the testing center page. K. Colvey doesn't agree with the message in the video. She feels that the video spends more time address all the things the community colleges did wrong, regarding assessment, rather than what they did that was right and actually worked. R.W. Marlatt suggested that we make a video or something specific to CHC so we don't have to use the state's video.</p> <p>S. Wilson – there has to be something prominent, clearly shown, but it doesn't have to be the video. There is an obligation to the law to show something to all students. K. Colvey will continue to think of ways to get the information out there. S. Wilson suggested that there be a link or information listed near the schedule of classes. K. Colvey agreed; it might work to provide a statement with a link for current students.</p>	

Budget Update – K. Dower

No budge updates were provided from K. Dower or K. Wurtz.

S. Wilson shared April 30th is the last for PR's to be submitted and she wanted to know if the scratchers that were approved for the Math Department were ordered and received? Vonda stated that she received the pens that were requested for DSPS 2-3 weeks ago and both items were ordered at the same time. S. Xayaphanthong will check with G. Sutphin on the status of the order. Since S. Wilson will be leaving, S. Xayaphanthong inquired about where the math scratchers will be housed. Information regarding scratchers will be tabled to the next meeting.

R. Warren-Marlatt was invited to provide an update on the equity budget and SEP Plan. R.W Marlatt was charged with creating the equity plan to receive the integrated budget (BSI/SSSP/Equity). We are expecting block funding next year, even if the committees continue to meet separately. A work group was put together and met initially to brainstorm which priorities to attack first. Interventions and approaches to remedy disproportionately impacted students were identified which fed into developing the equity budget. The equity plan and budget were presented to all senates (student, classified, and academic) for a first read. There are meetings with the Student Senate and Classified Senate this week for a second read and the Academic Senate will do a second read next week. The next step is to go to Crafton Counsel, followed by the board. S. Wilson stated that the SEA budget was not presented to Academic Senate, only the SEA Plan.

R. Warren-Marlatt distributed the draft of the Equity Plan and discussed how the data was collected. She reported that the activities and interventions were carried over from previous practices and others were recommendations from the work group. R. Warren-Marlatt presented the budget and explained that the last three categories are dollar amounts and they might change because Equity now has some extra roll-over. K. Colvey also shared that the money in the EPI category may not be needed for next year which would also provide some roll-over.

S. Xayaphanthong shared that since the budget has been discussed we should go back to R. Chavira's request for an adjunct counselor. Per K. Wurtz, there isn't enough money for a counselor because the money is needed for tutoring. R.W. Marlatt stated that the money for tutoring goes into employment and what was originally paid by iSeek. K. Harris added that Chancelor B. Baron attend the A. Senate meeting and reported that the Promise Program (PP) will be provide money for tutoring starting Fall 2019. Since that money will also help tutoring, can't BSI use the extra money from tutoring cost to assist EOPS? K. Colvey stated that the money is ear-marked for student employment but not for students attending tutoring. The money isn't necessarily money for Promise student's to attend 5 hours of tutoring, instead the money would potentially be for extra SI for Math and English.

R.W. Marlatt stated that R. Chavira's request is clearly needed given that students in the PP can also be in EOPS. The PP will bring in a lot of extra students; if BSI funds don't cover the adjunct counselor maybe there is a way for the PP or Equity to cover the cost of the adjunct counselor. K. Colvey stated that there is a line item in the PP that there be a shared counselor between EOPS and DSPS. The position would be for 12 hours a week. R.W. Marlatt agreed that Equity is the most appropriate area to cover the EOPS request. R.W. Marlatt will look into the roll-over amount to confirm there is enough for the adjunct counselor. K. Colvey reminded that all categorical hiring will have to include benefits and 7% new raise cost. R.W. Marlatt would like to considers this matter a priority to the success of the PP and basic skills students.

K. Colvey expressed disappointment that the funds for all three committess will be combined. She mentioned her disappointment at the state level. She has concerns that the money can now be used for any way possible, lowering restrictions to spend in different ways.

<p>Request for Funding</p>	<p>N. Reichert submitted a request for funding in the amount of \$28.16 to cover his mileage reimbursement. He traveled to Citrus College for an open house and discussion on the elimination of remedial English. He submitted an AC-9. The request was unanimously approved with a score of 12.</p> <p>S. Xayaphanthong tabled R. Chavira’s request for an adjunct counselor in EOPS, again. R.W. Marlatt and K. Colvey will look at their budgets and consider this as a top priority. R.Chavira wanted clarification on whether the EOPS/DSPS position is splitting 12 hours per week or getting 12 hours per week in each program. S. Xayaphanthong will find out more information from K. Colvey. R.Chavira would like confirmation that if the PP and Equity only cover 12 hours per week shared between EOPS and DSPS that the BSI committee fund the remaining cost of the 20 hour per week adjunct counselor.</p> <p>S. Xayaphanthong will email K. Dower and K. Wurtz for a definite update on the budget and the \$247, 824 listed as extra funds.</p>	
<p>BSI 2019 -2020</p>	<p>S. Xayaphanthong asked if the committee wanted to leave the meeting dates and times as is for the next academic year? Everyone agreed – 2nd and 4th Wednesdays from 3 – 4:30pm. S. Wilson suggested we reach out to the English Department to get more people on the committee.</p>	
<p>Academic Senate Updates (K. Harris)</p>	<p>Chancellor B. Baron visited the meeting. He reported that the SBCCD District Office is moving to a building on Hospitality, one of three building that the district purchased. He also stated that all student that apply for the PP will be accepted. Faculty salaries are now at median and there will be two new free benefit programs.</p>	
<p>Student Success and Equity Committee Updates (S. Xayaphanthong)</p>		
	<p>Long Term Project</p>	
<p>SEA Plan</p>		
	<p>Communications</p>	
<p>Statements From the Public</p>		
<p>Announcements</p>		
<p>Adjourn</p>		<p>4:40pm</p>
<p>Future Business</p>	<ul style="list-style-type: none"> • BSI Coordinator • Conduct Evaluation of all Basic Skills Programs and Services • Discussion with content experts and students (example: perspective of tutoring, DSPS, reading, etc.) • Identify how this plan interfaces and links with other related plans including financial plans. • Develop a glossary of terms, policy, and practice. 	
<p>Mission Statement</p> <p>The mission of Crafton hills College is to advance the education and success of students in a quality learning environment.</p>	<p>Vision Statement</p> <p>The vision of Crafton Hills College is to be the premier community college for public safety and health services careers and transfer preparation.</p>	<p>Institutional Values</p> <p>Our institutional values are creativity, inclusiveness, excellence, and learning-centeredness.</p>

