Crafton Hills College

Basic Skills Commeettee

Date: Oct 8th, 2014
Next Meeting October 15nd, 2014
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:	Non-voting Members:
Jim Holbrook,	**Mark Snowhite,**
Liz Langenfeld,	**Reece, Bryan**
Lynn Lowe,	Rejoice Chavira
Patricia Menchaca,	
Dean Papas,	
Evan Sternard,	
JonathanTownsend,	
Sherri Wilson,	
Xayaphanthong, Soutsakhone	

Guests:
Danial Bahner

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

Items	Recommendation/Discussion/Future Business	Action
Call Meeting To Order	12:02pm	
Organizational Structure/Charge		
Committee Organization	Chair: Faculty that expressed interested; Sherri Wilson, Liz Langenfeld, Jonathan Townsend, Patricia Menchaca	Motion: To approve Wilson and Menchaca as co-chairs. (Holbrook, Papas, MSC)
	Discussion about documents needed to complete the plan to include work arounds.	
	Secretary	Administration is working on providing a secretary.
Committee Charge and Membership	Any additional interested parties to serve on committee and all meetings open to the public	
	Dean Papas agreed to serve on committee to represent professional development as requested by Sherri Wilson	
	Agendas must be posted 72 hourse in advance	
	Lynn suggested that Alicia Hallex be asked to represent DSPS.	
	Additional individuals must be authorized by Jessica McCambly.	
	Charge reviewed	Motion: To approve charge (Holbrook, Lowe, MSC)

Basic Skills Plan	Status Next Steps -Committee will meet weekly over the next four weeks -Jim suggested we document everything in order to best develop processes. -Sherri, Mark, and Patricia will meet to discuss report and identify all resources needed to complete the report.	
Basic Skills Budget	Discussion regarding basic skills coordinator having reassigned time. Plan requires a three year budget reporting, the deadline for this is October 9 with provisions to extend. Our current preliminary extended deadline is October 24th. General Comments regarding budget: -tutoring comes from general funds, but tutoring money was lost due to salary benefits -Luis and Jon's salary comes from general funds -some monies went to student tutors and short term hourly employees. -Chancellor allocated money to student success but money was used to back fill salary increases -Daniel to provide budgets for the years to which he has access to.	Discuss later as plan develops
Planning for 2014-2015		
Student Equity Plan		
Statements from the public	None	
Announcements	None	
Adjourn		
Future Business	Revisit student equity plan.	

Mission Statement	**Vision Statement**	**Institutional Values**
The mission of Crafton Hills College is to advance the educational, career, and personal success of our diverse campus community through engagement and learning.	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.	Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.