



Basic Skills Committee MINUTES

LPC Mission Statement

Las Positas College is an inclusive learning-centered institution providing educational opportunities and support for completion of students' transfer, degree, basic skills, career-technical, and retraining goals.

LPC Planning Priorities

- ❖ Establish regular and ongoing processes to implement best practices to meet ACCJC standards.
- ❖ Provide necessary institutional support for curriculum development and maintenance.
- ❖ Develop processes to facilitate ongoing meaningful assessment of SLOs and integrate assessment of SLOs into college processes.
- ❖ Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.

Meeting Name

Members:

Brandon Byrne
Jonathan Brickman
Kali Davis
Justin Garoupa
Michelle Gonzales (Co-Chair)
Jennie Graham
Ashley McHale (Co-Chair)
Angella VenJohn (absent)
Lisbeth Coiman

4/27/2016 | 2:30-4:30pm | Room 2411A

Agenda Item

Presenter

1. Call to Order

2:40 PM

2. Review and Approval of Agenda

JuG/JeG approve

3. Review and Approval of Minutes (2/24/15)

JeG/BB approve

4. (Old Business)

a) Marketing: ESL

Video in production; shot 3X classrooms, interviews w/students, voiceovers, hopefully by end of semester will be complete; videographer donating time – no cost. About 2 minutes long.

b) Marketing: English

Feedback from Eng Department; due to MMAP changing placement, now piloting Puente for 1A and 4 instead of 104 and 1A. Puente not on brochure now.

Want look to be as similar as possible; Michelle & Jennie will get together to coordinate this.

c) Marketing: Math

As it was last time; no changes; space open for placement dialogue; Michelle to send.

5. New Business

a) Brandon

Senator project went well; over 100+ students at the workshops (MLA/APA & Grammar) will do it next semester; in process of getting shirts for marketing.

Same topics in fall, doing MLA before Grammar

Great feedback from students who attended.

b) Transformation Grant

A large group got together to write the grant proposal

Denied – “Eligible, not funded”

40-ish schools were awarded

Seem to imply that there may be future money

Michelle & Ashley met with Roanna on Monday to discuss future, and

c) 2016-2017 BaSk Plan

Consider some of the projects that we wrote in the Transformations Grant plan

Tutorial \$45K for the past 2 years; propose that we don't fund as much next year

We should try to push for institutionalization on the items we've been funding for a while

What else can we look at funding that is new for Basic Skills students?

Kristy: hopes Math Jam will be institutionalized by next Fall by enhanced non-credit

RAW center \$5K this year; we'll consider scaling back on all items (not cut funding completely)

English Dept: Discuss which innovations we'd like to fund. To be decided by Friday;

Kristy: big pieces of grant were not departmental pieces: Assessment Technology Specialist – probably 3SP funds – we should ask that group; Professional Development Specialist;

In the grant, we'd requested Personnel to help us do what needs to be done and meet Accreditation guidelines.

From Transformation grant: for Math: nothing really calls out as specific need.

But if we could get help from cmte for a personnel need.

Teri Henson & Michelle Gonzales went to Common Assessment Initiative (CAI) Workshop; Teri felt that it is important for us to communicate with our neighbor colleges to learn cut scores so that we're similar in the cut scores.

Maybe we could host an event on campus to get the local schools together for cut score discussions

Librarians are meeting with HS librarians; they applied for innovation funds for food.

Colleges should start forming the teams of people to plan around CAI.

Request funds for Library: Total amount is \$15,000: 2 items we'd love to have institutionalized but looking for interim funding \$5K to keep open until 9PM for Spring 2017 (currently would only be open until 8PM); \$5K for summer 2017.

Last \$5K for books to support changing ESL and English curriculum.

Accreditation Recommendation 6: to expand collection

Priority is the \$5K for library open until 9PM for spring 17

ESL: projects to pursue: one submitted as part of Equity (?) report.

1. Expanded orientation (submitted as 3SP) – soft skills focused
2. Create a set of standardized reading exams for program for more consistent assessment; stipends for faculty to develop and pilot the tests
3. Another model for accelerating students; may need money for conferences or for studying it.

Math: Math X to be turned into more robust Emporium Model. To have a successful program, we should have a coordinator for that program. OML in ILC, we've been struggling with having one faculty given one unit reassign time to handle scheduling AND helping students; inconsistency for students.

Hoping to have one coordinator for both Math X and OML programs.

Either job descriptions for Senior IA (\$50K - \$61K) or Laboratory Coordinator (\$52K - \$64K)

Math currently have no IA's in OML, not consistent with other departments on our campus or other colleges in our region. Full-time IA for Math X was eliminated years ago.

Positions cannot be funded fully with soft money - only 50%. So only \$25-30K from BaSk funds.

Proposal: Draft plan to be sent to committee for consideration; feedback by some given date

Justin's concern - IA position through RAC? (Yes, but not fast enough)

Jonathan's concern - Library could work with non-BaSk students, how do we account for using BaSk money?

Innovative new position; other schools have used BaSk for these positions;

Tutorial works with non-BaSk students...

6. Good of the order

Jennie & Michelle will finalize brochures for marketing.

When we send out draft, we'll send out date of first meeting.

Budget being written NOW for next year; cannot request funding next year.

Jonathan - sabbatical

Justin - banked leave

BaSk Website updated.

7. Fall 2016 - 4th Wed 2:30-4:30.

8. Adjournment 3:55 PM