**BASIC SKILLS 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

* Implement the integration of all ACCJC standards throughout campus structure and processes.
* Establish a knowledge base and an appreciation for equity; create a sense of urgency about moving toward equity; institutionalize equity in decision-making, assessment, and accountability; and build capacity to resolve inequities.
* Increase student success and completion through change in college practices and processes: coordinating needed academic support, removing barriers, and supporting focused professional development across the campus.

# Committee Membership: 5 Quorum: 3

**Voting Members:**

Tracey Coleman, Faculty

Frances Hui, Faculty

Leslie Payne, Faculty

Michal Shuldman, Faculty

Michelle Zapata, Faculty

**Non-Voting Members:**

Kristina Whalen, Vice President

Amy Mattern, Dean

William Garcia, Vice President

Jin Tsubota, Faculty

Shawn Taylor, Director, SEA

Rodrigo Saucedo, LPCSG

Ashley McHale, Faculty; Chair

Joanna Jen, Faculty

February 26, 2020| 2:30-4:30pm | Room 2411A

**Agenda**

1. **Call to Order 2:35pm**

Present: Tracey Coleman, Frances Hui, Leslie Payne, Michal Shuldman, Michelle Zapata, Ashley McHale, Joanna Jen

1. **Review and Approval of Agenda**
2. **Review and Approval of Minutes (January 22, 2020)**
3. **Discussion Items**

* FLEX Day Session: From Student Voices to Best Practices (Equity session): Email Shawn with suggestions of students
* Definition of Equity

i. Want a common definition for the campus that we agree with, feel empowered by, and that doesn’t come from a deficit mindset (“historically marginalized, disproportionately underserved, etc).

ii. Frances provides a model from the University of Minnesota Office for Equity and Diversity (among others).

iii. Attend to the difference between definitions and practices

iv. Make sure not to be so careful to avoid deficit mindset that the definition ends up being vague and meaningless.

v. Most schools don’t create a definition, so much as they have a vision or best practices list.

vi. Need to constantly collect both quantitative and qualitative data (surveys + focus groups for example.)

vii. For example, “What is one thing LPC can do to remove academic barriers to your success.

viii. RP group: directed, focused, nurtured, engaged, connected, and valued

ix. Long discussion about public relations via posters, email and/or social media: to publicize events and resources

* Basic Skills Coordination 2021-2023

i. Ashley going on sabbatical, probably 2021

ii. Need a committee chair

iii. Michal shows some interest

iv. Role includes being SEA co-chair and staying connecting with Shawn

v. guaranteed 3 CAH (coming out of the SEA re-assign time pot)

* Basic Skills Charge for 2020-2021

i. Some agreement that we should focus more on publicizing best practices, publicizing strategies for removing barriers, supporting innovation in process and instruction.

ii. Create new specific items for syllabus re resources (paper version, slide version, and digital version w/links.

iii. Ashley will get back to us if we can take part of that from Guided Pathways committee.

iv. Could we add something to charge about coordinating with SEA, Professional Development, Teaching Institute, etc to avoid duplication

v. With a focus on not letting basic skills needs not get lost via state plan (AB 705).

1. **Updates**

i. Basic needs SCFF proposal, maybe just a website.

ii. Successful Teaching Institute on testing in February.

1. If anyone is interested in joining the planning committee, they’re looking for more people.
2. They’re trying to figure out what day/time would draw a crowd.
3. Growth mind-set grading institute proposed by Ashley.
4. **Adjournment 4:25PM**
5. **Next Regular Meetings:**

* April 22, 2020