**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:**

Angelo Bummer  
Julia McGurk  
Jennie Graham   
Angella VenJohn  
Frances Hui

**Non-Voting Members:**Don MillerBarbara Morrissey   
Erick Bell  
Brandon Byrne (ASLPC)  
Ashley McHale (Co-Chair)  
Michelle Gonzales (Co-Chair)

3/29/2017 *| 2:30-4:30pm |* Room 2411A

**Agenda Item Presenter**

1. Call to Order 2:41 PM Ashley
2. Review and Approval of Agenda Ashley
3. Review and Approval of Minutes (1/25/17) Ashley
4. Transformations Grant Update Ashley Met with external evaluator last month. Math is working on creating credit and non-credit curriculum. Going to a conference May 4-5 and grant will pay if you want to go. They have a task force that will meet again soon. Creating Stem and Non-Stem pathways. English focus is 1A, staff development, norming. We have an upcoming meeting May 5. Our end goals, as written into the grant, we want plan to develop common rubrics and to decide if we want to have a common final.
5. WASC Academy – PD funds proposal update Ashley John Ruys requested PD funds from BaSk. We made a decision via e-mail. What was decided is as follows:HSI is going to fund the entire amount for the academy. CTE grant money will go toward travel and books. Roanna asked if we could approve $800 of buffer funds. These monies may or may not be spent. Ashley made it clear that it seems that professional development should pay for such a request
6. CCEAL Annual Convening FYI Ashley will e-mail Amanda of Student Success to get on the agenda to see if Equity can pay for the consortia fees and pay to send folks. MG will get the word out to folks in the meantime. MG send a write-up to Julia who will send to ESL faculty.
7. 2017-2018 Coordinators MG e-mail Melissa to ask her to recruit. We are interested in doing it if no one else steps up. The position does have a steep learning curve and budget proposals will be done differently and the budget allocation will be differently. The committee is in full-support of us continuing.
8. 2017 -2018 Budget We don’t yet know what it will be and when that will be decided, probably by the end of the school year, but we can start planning for next year, decide what activities we’d like to support, what initiatives, campus efforts. Find out if there’s a rule that says soft monies can only pay for 50% of any position. Math is requesting we pay for 50% for an IA for the open math lab. 2100 –2000 building is where all the student support services will be housed – there are already discussions about how that will all be funded. That committee will be looking at all the funding that exists for the individual programs. Jennie: We will be sure to remind that committee that tutorial is largely funded by BaSk funds not institutional funds – push for institutionalization. Ashley: BaSk funds are supposed to be for the purpose of innovating. Erick: proposes that we continue reducing tutorial by 5K. Frances: library requests for funds if they don’t get bond money. Frances also requested more funds for the TI, Teaching Institute. There was a lot of positive feedback. People from all disciplines attended: Math, ESL, English Library, Welding, Business, Art, Sociology, and Humanities. Notes are posted on the PD website. MG and Ashley think more funds should be allocated for professional development. Frances: thinks we should offer to pay for the whole Great Teachers Institute for summer. Ashley will resend the notice to offer to pay for the whole thing. Frances: maybe get an endorsement from Elena, Nan, and Mike Ansell.
9. Meeting Dates   
   a) Upcoming BaSk Mtgs: 4/26
10. Good of the order: Send students to Fake News Workshops, the ASLPC workshops continue to be well-attended. Angella got feedback from students about other workshops that students would like. Suggestions were computer workshop and financial literacy. English plans to create a robust workshop series too.
11. Adjournment