**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

* 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.

# Basic Skills

**Members Present (non-voting):**

Ashley McHale, Faculty (Chair)

Shawn Taylor, Director

Jin Tsubota, Faculty

Darcy Horne, Faculty

Kristina Whalen, Vice President

Amy Mattern, Dean

Rodrigo Saucedo, Student

Julia McGurk, Faculty

Joanna Jen, Faculty

**Members Present (voting):**

Leslie Payne, Faculty

Tracey Coleman, Faculty

Frances Hui, Faculty

Michal Shuldman, Faculty

Michelle Zapata, Faculty

September 25, 2019| 2:30-4:30pm | Room 2411A

**Meeting Minutes**

1. **Call to Order 2:35pm.**
2. **Review and Approval of Agenda**

(MSC: Frances Hui/Julia McGurk)

Committee members introduced themselves.

1. **Review and Approval of Minutes (Thursday, September 19, 2019)**Tabled for next meeting.
2. **Action Items**

* Recommend SEA approve funds for Professional Development opportunity – AB 705 Regional Convenings (IEPI/CCCCO)

Michelle Zapata mentioned that the Counseling Department was unaware of this meeting; Ashley McHale will send Michelle this information so she can distribute to counseling for interest in attending. There was discussion on the mixed messages regarding science and economics classes prerequisites (science and economics classes with math prerequisites); the committee suggests to request data analysis on student groups.

1. **Old Business**

* BaSk Budget and BaSk Account numbers
* Teaching Institute – occurred September 11 on active learning and concept mapping.

1. **New Business**

* Review Enrollment Data for AB 705 Classes
  + We reviewed Math enrollment data; Math program averages about 34 students per class, despite low-enrolled concurrent support courses. There are concerns to change the concurrent support courses to make clear to students that this is not intended to be extra work outside the class but to support your learning in the target class. Math faculty want campus-wide discussions around whether to require the concurrent support course or not and what criteria if we decide to require (currently the classes are optional).
  + ESL is doing great! There are increases across the board, but especially in lower levels of ESL, compared to other bay area schools where enrollment has dropped. Guided Self-Placement at LPC is causing enrollment issues in ESL/English.
  + English reports no big changes. We will look at English enrollment data next meeting.
* **Equity**-themed FLEX day in Spring 2020
  + Any ideas around Equity for spring FLEX, send them directly to Shawn Taylor, director of Equity and Student Success. The committee brainstormed themes of students and how to best support them, an overall perspective of Equity and what that means on our campus, using the same language to talk about Equity, and Basic Needs (food, housing)

1. **Updates**

* SEA Committee Report Thursday 9/19/19
  + We discussed the SEA committee meeting, including Program Review and the new Equity questions. Michal Shuldman brought up the need for discipline-specific data to answer the Program Review questions; currently data is run for Math and English and disproportionate impact (as part of the Equity Plan), but not for other disciplines.

1. **Good of the Order**

Library Card Drive Wednesday October 17!

1. **Adjournment (4:32pm)**
2. **Next Regular Meeting: October 23, 2019**