

# 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.
* Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.
* Coordinate available resources to address current and future professional development needs of faculty, classified professionals, and administrators in support of educational master plan goals.

# Basic Skills Committee

**Members:**

Voting Members:

Katie Eagan (Jim Ott)

Frances Hui

Julia McGurk

Michal Shuldman

Michelle Zapata

Non-Voting Members:

Michelle Gonzales (Co-Chair)

Ashley McHale (Co-Chair)

Thomas Allen

Elizabeth David

Leanna Jack

Nessa Julian

Stuart McElderry

Caitlyn Yee

Basic Skills Committee Minutes

11/27/2018 | 2:30-4:30pm | Room 2411A

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|  | **Agenda Item** |  |
|  | Call to order 2:35pm | Michelle |
|  | Review and Approval of Agenda  MSC: Julia/Michal | Michelle |
|  | Review and Approval of Minutes (10/24/18)  MSC: Julia/Michal | Michelle |
|  | Budget request for Smart Shops in Spring 2019  $3000 | Ashley |
|  | Budget request for Math Jam for Spring 2019  $1000 | Ashley |
|  | MSC: Jim/Collin for both proposals |  |
|  | Library In-Service Meeting: $739 (Professional Development  MSC: Jim/Michal |  |
|  | AB 705 Implementation Update |  |
|  | * English Plans   Curriculum approved for Eng 1AEX  All students can take English 1A; students can choose to take 104 if they want. GPA will filter students into 1A vs 1AEX.  2.5 GPA above, students go directly into 1A; below 2.5 students go into 1AEX  What happens with students without a GPA? Students get to choose! English is working on creating advising tools to make informed decision.  Discussions are happening around Banner programming.  Students currently self-report GPA; more HSs are uploading data in Cal-Pass+  100A gone; 2 sections of 104 offered as mirrored  Dec 14 – prof dev activity to inform adjuncts of the changes and with load | Michelle |
|  | * Math Plans * OEI + Math 34 * Concurrent support courses – working on content; require for repeating students * Advising Guidebook * Discussion with Bio, Chem, Phys, Econ for Math prerequisites   How do we communicate to students all of these changes (especially outside of Math/English?)  Reach out to Chris Lee about prerequisites | Ashley |
|  | * ESL Plans * Lower 4 levels of ESL have been submitted for noncredit (mirrored) * ESL 25 – attempting to make equivalent to Eng 1A * Two certificates written; noncredit program for ESL = NESL * Mega-Orientations – Assessment + Orientation in same day * English and ESL to have joint meeting next Spring | Julia |
|  | Student Equity and Achievement (SEA) Program   * No new info from state; info on Student Success webpage * Meeting earlier this month to discuss responsibility; reasonable and justifiable expenditure guidelines; * Budget: Identify in writing what are reasonable and justifiable expenses (NOT: anything generating FTES, gifts, political contributions, etc). * Equity – had 13-point list as what is acceptable expenditures – used this as a starting point * District has taken funds from Equity in the past; currently $0. * Continue conversations on expenditures * Preparing for Equity Report – due June 30 * Two new populations of students: LGBTQ, Homeless at-risk * What other things can we look at regarding Equity? * LGBTQ – Pride Index (Campus Climate) – do we want to consider this for our campus? * Satisfaction Survey may provide some info | Nessa |
|  | Committee Structure Discussion  Ashley will stay on as faculty coordinator to support Nessa; Michelle will be on Student Success committee (Michelle will do Smart Shop Coordination)  Keep true to the three old programs, but in alignment with the new guidelines.  One committee makes sense – not duplicating discussions;  $2.2 Million to spend in SEA; since so much money, to spend transparently we need to have many eyes  Charge and membership to be determined by March for approval by College Council | Michelle |
|  | Good of the Order  ESL thanks Math 😊 For all Noncredit (ESL based all noncredit curriculum on math’s noncredit!)  Tutoring has ability to tell faculty which students are getting tutoring, what days, clock in/out; how long, what tutor. Send Jin list of W numbers; working on Academic Probation students for tutoring  Smart Shops – reps won’t be going into classrooms for spring; Michelle will send faculty email and reminders for how you can promote Smart Shops in your classrooms; Student Support Fair in Quad – RAW, Basic Skills, Math, Smart Shops – tables with flyers | Michelle |
|  | Adjournment 3:43pm | Michelle |
|  | Next Regular Meeting: January 23, 2018 |  |
|  | Future Meetings 2018-2019 |  |
|  | * January 23, 2019 * February 27, 2019 * April 24, 2019 * May 22, 2019 (Finals week?) |  |