**BASIC SKILLS Minutes**

January 22, 2020| 2:30-4:30pm | Room 2411A

**Agenda**

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

**Present: Frances, Michelle, Leslie, Michal, Ashley, Joanna, Tracey**

1. **Review and Approval of Minutes (October 23, 2019)**
2. **Discussion Items**
* **Equity-themed FLEX day in Spring 2020**

-Goal = form our local definition of equity

-Equity has come to be overused and amorphous

-Going to hold a panel/breakout session with a moderator to co-generate a campus definition of equity (see Shawn Taylor’s email).

* Breakout session after lunch
* By division or share-pairs etc: questions, practice skills, best practices for integrating different levels of student preparation in one classroom
* Discussion about what room for the “keynote”
* 1000 building/ theater is a better option for FLEX Day
* Ashley will suggest that to Shawn and Prof. Level committee
* Breakouts could be based on the skills/related to equity:

 - equity syllabus

 - how to do group convos (equity wise)

 - microaggression

 - learning student names/classroom climate

 - something classified specific

* **Keynote and breakout after lunch should be only for equity stuff so everyone is required to be there.**
* **Need equity breakouts for classified staff too**
* Need to do more sessions for classified too
* Otherwise, we’re creating a divide between faculty & classified (speaking of equity!)
* Classified is CRUCIAL for equity
* The people that are most at risk for not enrolling may only ever encounter classified staff
* Potentially do another survey to get classified/faculty questions/areas of interest prior to FLEX Day (like Joanna did for her FLEX session in Fall 19)

We talked about mental health referrals and maybe incorporating some kind of role-playing session into FLEX Day about that.

* **First Reading: State** [AB 705 Recommendations](https://drive.google.com/file/d/1AiYnFA0-cFnZBNUeBLUTwzNSGP7_2Agt/view?eType=EmailBlastContent&eId=12659ff9-872f-47b9-b0aa-fe5bcbb4cb43) **– ESL**
* ESL is allowed to keep their assessment, but they can opt to enroll directly in English 1A.
* Below .25 = English 1EX or 104
* recommend that new ESL enrollees should take the assessment (even though they aren’t required to start with ESL classes)
* **Share best practices for first weeks of school**
* Could we get pictures of our students alongside the roster?
* Rafael’s game for learning students’ names
* Canvas visual map for attendance
* Have them share their name whenever they have question or comment so the class can learn each other’s names too.
* Have them do ice breakers/group work on first day and tell them to get their contact information.
* CatMe helps you form groups that all work online, or only on the weekends, or only during school hours, etc.
* Group work contracts, peer assessments, etc
* Project managements software: Trilo, etc
* **Basic Skills needs on campus:**
* students with lower English reading/writing skills in all the Biology classes last semester

 - maybe get one RAW tutor to specialize in sciences

 - intensive scaffolding doesn’t seem to be enough

 - SmartShop/RAW/tutoring center requirements

**Good of the order:**

- Michelle: Basic Needs SCFF proposal

- Defining as: food, housing, and/or financially insecure

-Ask is to hire a basic needs coordinator to collaborate all the parties on campus (food pantry, showers on campus, bus passes, emergency loans, etc).

* goal: Basic needs website
* Collaborates with Shawn, SEA, CalWorks, etc
* Meet with Rajeev to make a budget
* Assessment on housing needs potentially having dorms in response to that need

-Ashley: 730 Students who enrolled in Math classes, but withdrew. Department was calling them to find out why and encourage them to re-enroll.

* Reason for not re-enrolling varied, but most often “I didn’t like the instructor,” or “too many outside obligations.”
* Library update: using databases off campus, use your CLASS-Web password.
* Overdrive down. Use those public library cards.
* Libby is new Overdrive app!
* Databases are being paid for by the Bond. One of the overseers of the Bond doesn’t want that use of the money.
1. **Updates**
2. **Adjournment 4:22**
3. **Next Regular Meetings:**
* February 26, 2020
* ~~March 25, 2020~~ (Spring Break)
* April 22, 2020