

Laney Foundation Skills Committee (FSC) Meeting Minutes

November 10, 2014

Room T450

2:00-3:00

Co-chaired by Lisa Cook, Faculty and Mildred Lewis, Dean of Academic and Student Affairs

In attendance: Committee Members: J. Graves, D. Mullen, L. Cook, M. Lewis, S. Tiemroth-Zavala, R. Purnell, T. Greene

Guests: E. Andrews, R. Lopez, M. Lok

Agenda Item	Expected Outcomes and Outcomes Achieved	Discussion Points	Facilitator(s)	Time
Approve minutes from 10/27				
1. BSI Funds (Budget) Update	<p>Expected Outcomes: Update on loading of 1st prior year and current year allocations to budget</p> <p>Outcomes Achieved: Dean Lewis following up with Business Office and will report at next meeting.</p>		Mildred Lewis	5
3. Equity Plan	<p>Expected Outcomes: Report from FSC members serving on Equity Committee</p> <p>Outcomes Achieved: FSC members reported serving on teams to review data and propose actions to address gaps.</p>	<ul style="list-style-type: none"> • 	Lisa Cook	10
4. Develop plan for the institutionalization of learning communities AND standards and procedures for the implementation of cohorts, including identifying and enrolling appropriate students, scheduling, and advertising	<p>Expected Outcomes: Draft plan (steps and timeline) for the institutionalization of learning communities and draft of standards and procedures for recommendation to College Council in December 2014; Possibly establish subcommittee.</p> <p>Outcomes Achieved: • Needs to be addressed by plan for institutionalization identified and strategies shared.</p>	<ul style="list-style-type: none"> • Faculty should be able to teach courses in all learning communities as part of load—clarity on rules needed as well as all deans at the table Gaps between Instruction and Student Services need to be addressed with all leadership (faculty, deans, directors, staff, students PFT) at the table to determine processes and procedures The role of the Curriculum Committee in the development of learning communities needs to be examined Explore opportunities for cost sharing with grants Connection with community partners District Office plays role in providing assessment information and assistance to 	Lisa Cook	45

		improve recruitment and enrollment Data needed to assess success of learning communities		
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