

Laney Foundation Skills Committee (FSC) Meeting Minutes

February 23, 2015

Room T450

11:30-12:30

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

In attendance: E. Lord, D. Mullen, B Maher, L. Cook, S. Tiemroth-Zavala, HW Chang, J Graves

Guest: Eric Smith

Agenda Item	Expected Outcomes and Outcomes Achieved	Discussion Points	Facilitator(s)	Time
1. Approve minutes from 2/9/15	<p>Expected Outcomes: Minutes approved</p> <p>Outcomes Achieved Minutes approved</p>		Lisa Cook	5
2. BSI Funds (Budget) and Funding Requests	<p>Expected Outcomes: Review of expenditures and balance of budget</p> <p>Outcomes Achieved Committee reviewed BSI Allocation & Expenditure Report Executive Summary from State Chancellor's Office; Review of budget tabled until next meeting</p>	<ul style="list-style-type: none"> • L. Cook will work with Dean Lewis and the Business Office to supply thorough summary of expenditures and balance of budget for Laney • Two allocations (12/13 and 13/14) need to be spent down by June 30 • Committee identified needs that could be addressed with any unencumbered funds: <ul style="list-style-type: none"> ○ Instructional technology ○ Conference attendance at Othering & Belonging Conference in April at Oakland Marriot, Student Success at Oakland Marriot in Oct. and participation by English faculty in California Acceleration Project Community of Practice 	Mildred Lewis	10 min.
3. Library and Learning Center Building	<p>Expected Outcomes: Inform committee of status of new building and discuss strategies for moving forward</p> <p>Outcomes Achieved J. Graves and E. Lord to draft letter of support outlining the need for this building & L. Cook to deliver this letter to the PCCD Board in March</p>	<ul style="list-style-type: none"> • Half of the funds for this building (\$37 mil.) budgeted but no state matching funds in Governor's budget • Vision is for students and faculty to experience and benefit from modern-day whole concept of an integrated library/learning resource center, including a teaching and learning center • Campus is underbuilt in terms of library space • Other campus libraries were built using 	Evelyn Lord	30

		bond measure funds supplemented with corporate and private donations, and we should seek those as well		
4. Committee goals for spring 2015	Expected Outcomes: Finalize goals for current semester Outcomes Achieved Tabled until next meeting	•	Lisa Cook	10
5. 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	Expected Outcomes: Committee determines next steps Outcomes Achieved: Committee determined three point “ask” to share with faculty, staff and administrators with request for immediate action: 1. Professional quality marketing materials to build awareness of Laney College Pathways learning communities on our campus, in our district and our community 2. Assessment scores will trigger an automatic alert to students and counselors that a student is appropriate for a pathways learning community 3. Each learning community will be presented in a block in the class schedule with its name, description and total units in each department with a course in the cohort as well as a separate section titled “Learning Communities”	•	Lisa Cook and Mildred Lewis	10
4. Design and Implementation of English 201 and 1A Student Success and Engagement Colleges and ESL 223 Acceleration College	Expected Outcomes: Inform committee of design and activities for colleges this spring to date Outcomes Achieved: Tabled until next meeting when funding request for English SECSI will be reviewed	•	Lisa Cook, Suzan Tiemroth-Zavala, Jackie Graves	10